

LA SALLE
COLLEGE




BULLETIN



EVENING DIVISION



1953 - 54



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La Salle College

BULLETIN

of Evening Program in

SCIENCE

and

BUSINESS ADMINISTRATION

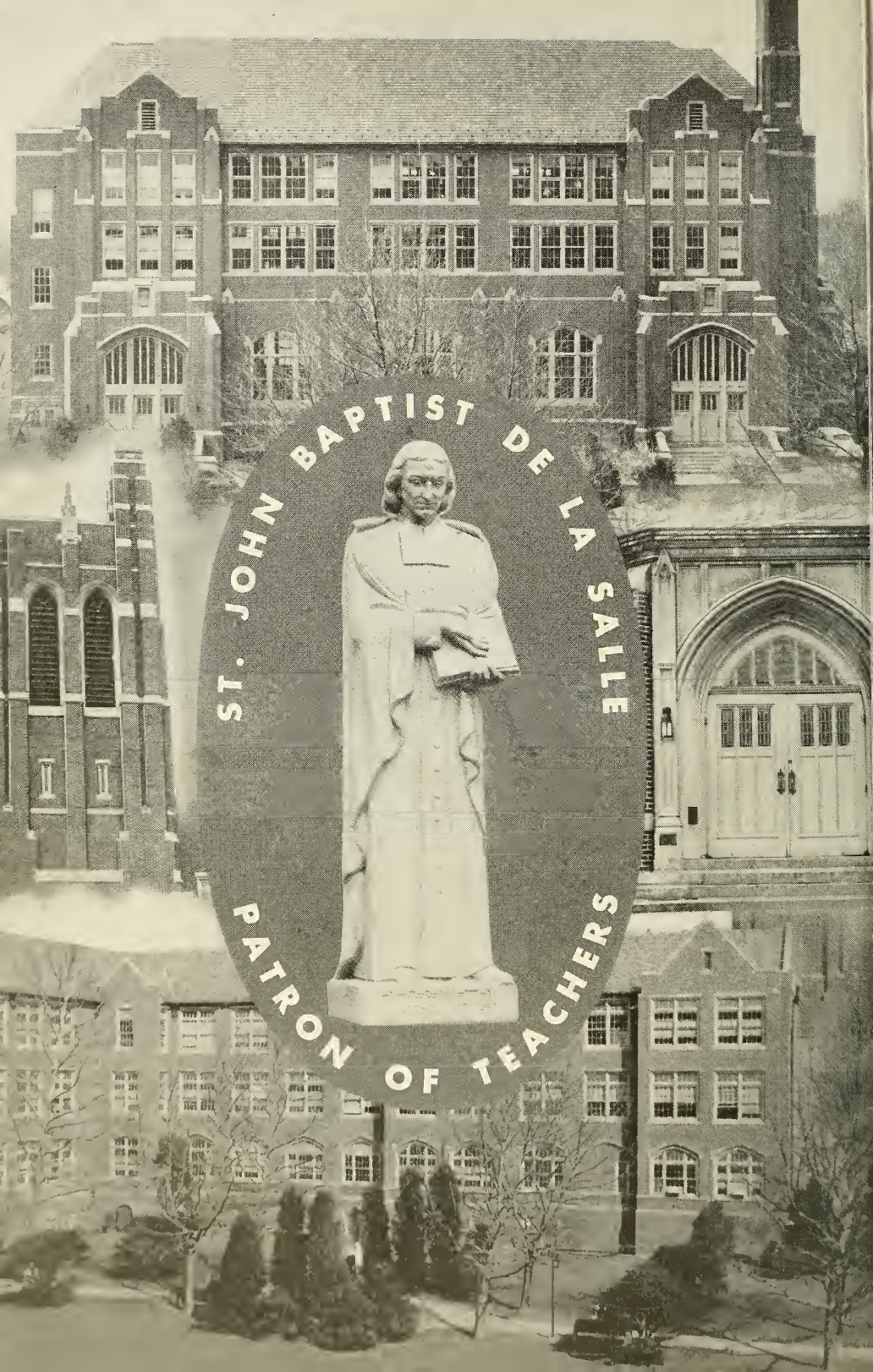


*Conducted by the Brothers
of the Christian Schools*

Volume XXXIV, Number 3

1953-1954 ANNOUNCEMENT

Philadelphia 41, Pennsylvania



ST. JOHN BAPTIST DE LA SALLE
PATRON OF TEACHERS

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CALENDAR

FALL TERM 1953-54

Registration, 7:00 to 9:00 P.M.	Monday	August	24
	to Friday	September	4
Classes begin, 7:15 P.M.	Tuesday	September	8
Mid-Term Examinations	Monday	October	26
	to Friday	October	30
Feast of All Saints	Sunday	November	1
Thanksgiving Day—Holiday	Thursday	November	26
Christmas Recess begins, 9:50 P.M.	Tuesday	December	22
Christmas Recess ends, 7:15 P.M.	Monday	January	4
Fall Term Examinations	Monday	January	4
	to Friday	January	8

WINTER TERM 1954

Registration, 7:00 to 9:00 P.M.	Monday	January	11
	to Wednesday, Jan.		13
Classes begin, 7:15 P.M.	Thursday	January	14
Mid-Term Examinations	Monday	March	8
	to Friday	March	12
Easter Recess begins, 9:50 P.M.	Wednesday	April	14
Easter Recess ends, 7:15 P.M.	Monday	April	19
Winter Term Examinations	Monday	May	3
	to Friday	May	7

INTER-TERM 1954

Classes begin, 7:15 P.M.	Monday	May	10
Founder's Day	Saturday	May	15
Feast of the Ascension—Holiday	Thursday	May	27
Memorial Day—Holiday	Monday	May	31
Inter-Term Examinations	Friday	June	25

LA SALLE COLLEGE IN THE CITY OF PHILADELPHIA

(Corporate Title)

BOARD OF MANAGERS

BROTHER E. STANISLAUS, F.S.C., Ph.D., <i>President</i>	Philadelphia
BROTHER E. JOHN, F.S.C., M.A., D.C.S., <i>Secretary</i>	Philadelphia
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ADMINISTRATION

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BROTHER D. JOHN, F.S.C., Ph.D.	Vice-President
BROTHER F. CHRISTOPHER, F.S.C., Ph.D.	Dean
BROTHER G. PAUL, F.S.C., Ph.D.	Dean of Evening Program
BROTHER E. JOSEPH, F.S.C., B.S. in L.S.	Librarian
BROTHER G. JOSEPH, F.S.C., M.A.	Registrar
BROTHER F. CYRIL, F.S.C., Ph.D.	Director of Admissions
JOSEPH J. SPRISLER, B.A., D.C.S.	Comptroller
BROTHER E. JOHN, F.S.C., M.A., D.C.S.	Bursar
BROTHER D. VINCENT, F.S.C., Ph.D.	Director of Student Personnel
MARGARET KEILY LENNON, B.A.	Assistant Registrar
CHARLES P. PERKINS, M.A.	Registrar of Evening Program
BARBARA C. BURKE, B.A.	Assistant Director of Admissions
REVEREND RICHARD MARK HEATH, O.P., Ph.D.	College Chaplain
BROTHER DAVID CASSIAN, F.S.C., M.A.	Director of Public Relations
JAMES J. HENRY, M.A.	Director of Athletics
DONALD MASSER	Superintendent of Buildings and Grounds
REVEREND EDWARD J. CURRAN, M.A., LL.D.	College Historian
THOMAS F. McTEAR, M.D.	College Physician

ADMINISTRATION OF THE EVENING PROGRAM

BROTHER G. PAUL, F.S.C., Ph.D.	DEAN
JOSEPH J. SPRISSLER, D.C.S.	CONSULTANT TO THE DEAN
CHARLES P. PERKINS, M.A.	REGISTRAR
JOHN J. ROONEY, M.A.	STUDENT GUIDANCE

FACULTY OF THE EVENING PROGRAM

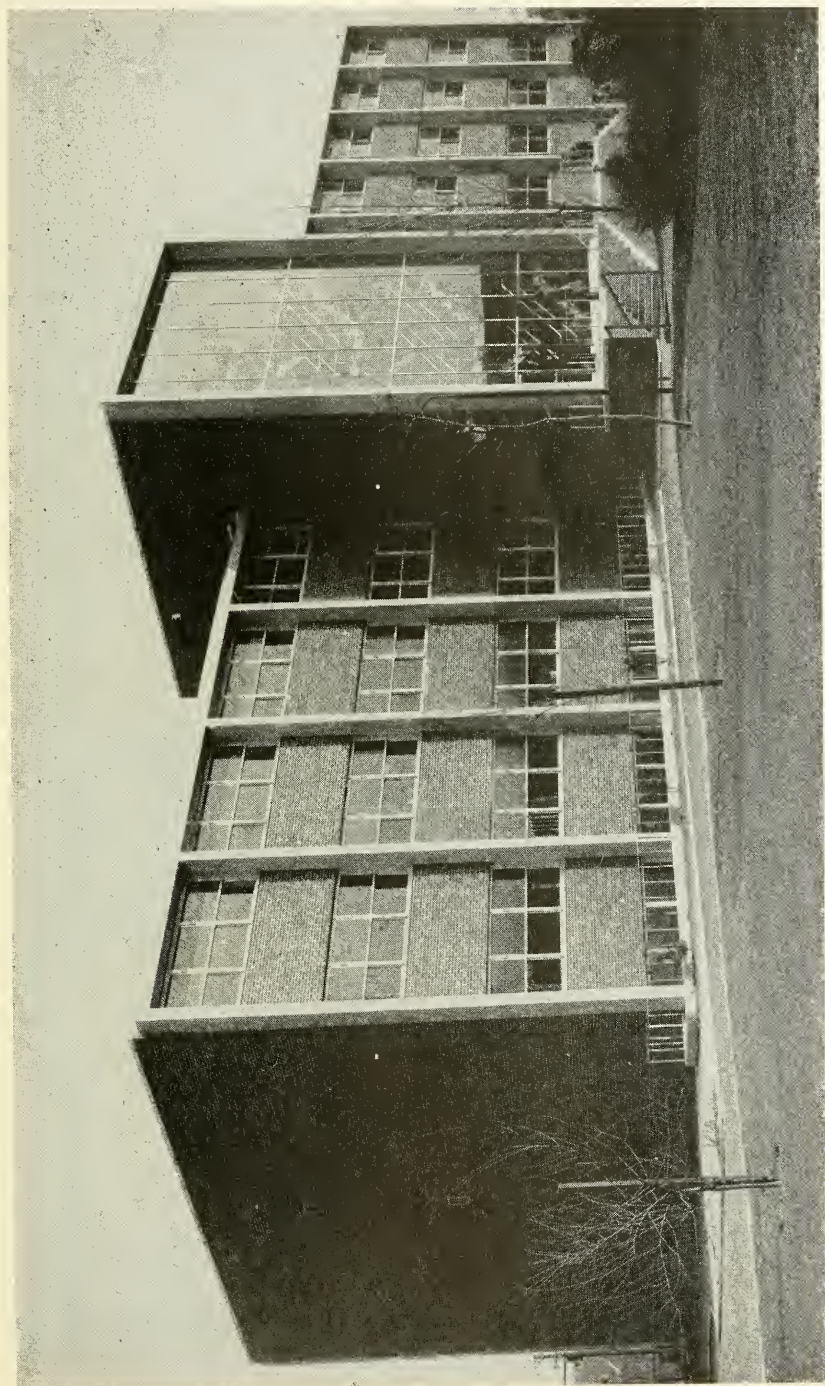
AUSTIN J. APP	ENGLISH
B.A., St. Francis Seminary	
M.A., Ph.D., Catholic University of America	
JOHN C. BANNAN	MARKETING
B.S. in Econ., University of Pennsylvania	
DONALD J. BARRETT	SOCIOLOGY
B.A., Woodstock College	
Ph.L., St. Louis University	
M.A., University of Pennsylvania	
GERHARD BARTH	PHYSICS
Ph.D., University of Innsbruck	
ARTHUR H. BENNER	PHYSICS
B.S. in E.E., University of Kansas	
M.S. in E.E., Pennsylvania State College	
Ph.D., Pennsylvania State College	
WILLIAM J. BINKOWSKI	HISTORY
B.A., La Salle College	
M.A., University of Pennsylvania	
LAWRENCE G. BOWMAN	ENGLISH
B.A., La Salle College	
VINCENT D. BRADLEY	FINANCE
B.S., Villanova College	
M.B.A., University of Pennsylvania	
MARTIN L. BURKE	BUSINESS LAW
B.A., La Salle College	
LL.B., Temple University	
JOSEPH M. CARRIO	SPANISH
B.A.S., University of Havana	
JOHN H. CHRISTIE	INSURANCE
B.S., La Salle College	
CASIMIR CIESLA	STATISTICS
Dr. Rer. Pol., University of Innsbruck	

JOHN A. CLEMENT	BUSINESS LAW
B.A., La Salle College	
LL.B., Temple University	
VINCENT COOKE	INDUSTRY
Graduate M.E., Drexel Institute of Technology	
ROBERT J. COURTNEY	GOVERNMENT
B.A., La Salle College	
M.A., Niagara University	
JOSEPH E. CROWLEY	INDUSTRY
B.A., La Salle College	
LL.B., Temple University	
ROBERT L. DEAN	ENGLISH
B.A., La Salle College	
MICHAEL DEANGELIS	ACCOUNTING
B.S., M.S., Temple University	
UGO DONINI	HISTORY
B.A., M.A., University of Pennsylvania	
GEORGE FELLMETH	INDUSTRY
Graduate I.E., Purdue University	
EUGENE J. FITZGERALD	PHILOSOPHY
B.A., La Salle College	
JOSEPH F. FLUBACHER	ECONOMICS
B.A., La Salle College	
M.A., Ed.D., Temple University	
HARRY J. GIBBONS	ACCOUNTING
B.S., La Salle College	
BERNARD B. GOLDNER	INDUSTRY
B.S., M.A., Ph.D., University of Pennsylvania	
GEORGE J. GRADEL	CHEMISTRY
B.A., La Salle College	
JOSEPH G. GRASSI	PHILOSOPHY
B.A., St. Bernard's College	
M.A., Catholic University of America	
FRANCIS E. GREENE	INDUSTRY
Ph.B., Providence College	
LL.B., Temple University	
M.B.A., Harvard University	
JOHN GUISCHARD	FRENCH
B.A., La Salle College	
M.A., Villanova College	
Ph.D., Laval University	
MAX GUZIKOWSKI	PHILOSOPHY
B.A., M.A., Ph.D., Catholic University of America	

PAUL HAFEY	GOVERNMENT
B.A., Amherst College	
CHARLES A. J. HALPIN	INDUSTRY
B.S., La Salle College	
M.A., University of Pennsylvania	
LL.B., Temple University	
E. FRANCIS HANLON	ENGLISH
B.A., St. Joseph's College	
HOWARD L. HANNUM	ENGLISH
B.A., La Salle College	
M.A., University of Pennsylvania	
EDWARD P. HILL	ECONOMICS
B.A., La Salle College	
RICHARD T. HOAR	PHILOSOPHY
B.A., M.A., St. Bonaventure University	
WARREN R. ISOM	PHYSICS
B.A., Butler University	
M.A., Harvard University	
WALTER J. KAISER, C.P.A.	ACCOUNTING
B.S., La Salle College	
CLAUDE F. KOCH	ENGLISH
B.S., La Salle College	
ROBERT F. LAVELLE	BUSINESS LAW
B.A., University of Scranton	
LL.B., Catholic University of America	
O. FRANCIS LEVY	INSURANCE
B.A., La Salle College	
GEORGE LINENWEBER	INDUSTRY
B.S., Indiana University	
JOSEPH G. MARKMANN	ACCOUNTING
B.S., La Salle College	
DENNIS J. MCCARTHY	HISTORY
B.A., La Salle College	
M.A., Fordham University	
THOMAS N. MCCARTHY	PSYCHOLOGY
B.A., M.A., Catholic University of America	
ROBERT E. McDONOUGH	GERMAN
B.A., La Salle College	
M.A., University of Pennsylvania	
JOHN F. MCGLYNN	ENGLISH
B.A., M.A., University of Pennsylvania	

EDWIN E. MOORE	INDUSTRY
B.S. in E.E., Swarthmore College	
JOSEPH L. MORAN	SPANISH
B.A., La Salle College	
M.A., Middlebury College	
FRANCIS J. NATHANS	ECONOMICS
B.A., La Salle College	
E. RUSSELL NAUGHTON	PHILOSOPHY
M.A., Ph.D., Catholic University of America	
THEODORE NOWAK	MARKETING
B.Chem.E., Polytechnic Institute, Brooklyn	
JOHN J. O'DONNELL, C.P.A.	ACCOUNTING
B.S., Temple University	
ROBERT W. PEARSON	MATHEMATICS
B.S., M.S., University of Pittsburgh	
NICHOLAS PENSIERO	INDUSTRY
B.S., La Salle College	
CHARLES P. PERKINS	ENGLISH
B.A., La Salle College	
M.A., University of Pennsylvania	
DANIEL QUINLAN	BUSINESS LAW
B.A., La Salle College	
LL.B., University of Pennsylvania	
JOSEPH A. RIDER	ACCOUNTING
B.S., La Salle College	
M.A., Niagara University	
AUGUSTINE J. RIEFFEL	BUSINESS LAW
B.S., La Salle College	
LL.B., Temple University	
ROBERT ROWLAND	ENGLISH
B.S., State Teachers College, Bloomsburg	
M.A., Bucknell University	
JOHN P. RYAN	ACCOUNTING
B.S., La Salle College	
THOMAS J. RYAN	INDUSTRY
B.S., La Salle College	
M.B.A., University of Pennsylvania	
HENRY J. SCHNEIDER	CHEMISTRY
B.A., La Salle College	
M.S., Temple University	
Ph.D., University of Wisconsin	
KARL G. SEELAUS, C.P.A.	INDUSTRY
B.S. in Econ., University of Pennsylvania	

JOHN SINGER	INSURANCE
B.A., St. Joseph's College	
FRANCIS X. STANTON	FINANCE
B.A., La Salle College	
M.A., University of Pennsylvania	
CORNELIUS F. SULLIVAN	ECONOMICS
B.A., La Salle College	
M.A., University of Pennsylvania	
GEORGE SWOYER	MARKETING
B.S., La Salle College	
M.B.A., University of Pennsylvania	
PAUL K. TAYLOR	MATHEMATICS
B.S., University of Rochester	
M.S., Ph.D., Northwestern University	
ROBERT D. TEASDALE	PHYSICS
B.S. in E.E., Carnegie Institute of Technology	
LL.B., John Marshall Law School	
M.S., Ph.D., Illinois Institute of Technology	
ANTHONY M. WALTRICH	ENGLISH
B.A., La Salle College	
FRANK J. WETZLER	GERMAN
B.A., Villanova College	
M.A., Middlebury College	
MELVIN F. WOODS	FINANCE
B.A., St. Vincent's College	



The College Library

GENERAL INFORMATION

HISTORY OF THE COLLEGE

In 1863, eighteen years after the Christian Brothers first came to the United States, the development of Catholic education in the Diocese of Philadelphia had created the need for a Catholic college within the limits of the city. To that end, a group of eminent priests and laymen, led by the Most Reverend James Frederick Wood, later Archbishop of Philadelphia, obtained a charter for the incorporation of La Salle College from the Legislature of the Commonwealth of Pennsylvania. The Christian Brothers' Academy, which had been organized during the previous year as a part of St. Michael's parochial school, became the nucleus of the new college.

By 1929, when it was moved to its present site, the College had already outgrown three previous locations. And almost as soon as the College and Faculty buildings were occupied, ground was broken for the field house, which was ready for use early in 1930.

Since then the continued growth of the academic and athletic programs of the College has necessitated additional facilities. These include McCarthy Stadium, built in 1937 and named for John A. McCarthy, a generous benefactor of the College; McShain Hall, dedicated in 1940 and named for John McShain, another generous benefactor; Leonard Hall, the student union building, completed in 1947 and named for Brother Gervald Leonard, whose devoted service to the men of La Salle College has endeared his memory to all who knew him; and Benilde Hall, a new building with facilities for nine classrooms and offices for members of the faculty. It is named for Blessed Brother Benildus, the second Christian Brother whom the Holy See has seen fit to consider for canonization. A new Library building, designed to house more than 150,000 volumes and to provide ample research and study facilities for the students and faculty of the College, was opened in the fall of 1952. Two residence halls of modern architecture will be ready for occupancy in the fall of 1953.

Thus, since its inception, La Salle College has grown steadily in order to meet the demands for modern Christian education, especially during the post-war years when so many veterans have taken advantage of the opportunity to obtain or complete their college education.

THE FACULTY OF LA SALLE COLLEGE

The faculty of La Salle College is made up of Brothers of the Christian Schools and of laymen who have devoted their lives to Christian education. The Brothers, following the tradition of their Founder, Saint John Baptist de La Salle, have dedicated their lives to the education of youth: "Without the possible distractions of the priesthood, Brothers give their undivided energies to the men in their classes. . . . Divided from them only by the thin lines of a religious habit and the tremendous but invisible wall of their vows, they can win confidence, solve problems, and offer sympathetic understanding. They are teachers lifted to supernatural heights by their consecration."¹

The laymen on the faculty have been selected for their special qualifications in their chosen field of endeavor and for their adherence to the principles of Christian education typified by the Brothers of the Christian Schools.

AIMS OF LA SALLE COLLEGE

The basic aim of La Salle College is to provide an education that is both liberal and Catholic.

In providing a liberal education, the College regards the student as an individual who is to be placed in an environment that will enable him to work to the limit of his capabilities so that the all-important step from formal education to self-education can be taken at the earliest possible moment. This objective is achieved, not so much by preparing the student for a specific career, as by giving him the opportunity to acquire the prerequisites for any career: the ability to write correct and effective English; the ability to read with facility works written in French, German, Italian, or Spanish; an acquaintance with the fields of English and American literature, natural and social science, philosophy, and history.

After these basic requisites have been satisfied (for the most part by the end of the second year), the student is in position to learn as much as possible about one area of concentration, the courses of which occupy the principal part of the last two years. These

¹ Reverend Daniel A. Lord, S.J.

courses may be selected for the specific purpose of qualifying for admission to a professional school, a graduate school of arts and sciences, a graduate school of education, or some other institution which carries further the specialization begun in the College. Or it may be that the student will step directly into business, teaching, or another profession. In any case, the same basic principle applies: The recipient of the bachelor's degree must have a general background *and* a field of specialization.

In providing a Catholic education, La Salle regards the student as an individual whose character and morals are to be formed to accord with the concept of a well balanced sacramental life. This is achieved in part by the requirement that all Catholic students pass successfully the prescribed courses in religion, and that all students pass successfully the prescribed courses in philosophy, all of which are oriented to the principles of Neo-Scholasticism.

But beyond this formally religious aspect of the College curriculum there is the larger concept, not of philosophy as a subject to be studied, but of Neo-Scholastic philosophy as a way of life. This concept pervades every part of the curriculum and the social life of the College. It provides not only a religious orientation but a systematic approach to knowledge that is of incalculable value in every aspect of the student's college career.

The non-Catholic student is not required to attend religion classes, but he must take the prescribed courses in philosophy. Further, he must recognize that he is moving in a Catholic environment that cannot help but influence him.

THE COLLEGE LIBRARY

The new La Salle College Library was opened in September 1952. The new building represents the latest principles of library architecture and planning. It houses the library formerly located in College Hall and will accommodate over 150,000 volumes. Ample research and study facilities for students and faculty are provided. All properly enrolled students of the College are entitled to use the library facilities.

EVENING PROGRAM OF THE COLLEGE

HISTORICAL NOTE

In 1946, the Evening Program of the College was established to meet the post-war demand for admission by veterans and to extend the opportunity for education in business to men who were unable to attend day classes. Five years later, in 1951, the program was expanded to include curricula in chemistry and physics.

PURPOSE OF THE EVENING PROGRAM

The purpose of the Evening Program is to inculcate in the student those qualities of mind and character which are described in the section "Aims of La Salle College" and to prepare men for positions of responsibility and leadership in business and industry.

These aims are accomplished by the competent teaching of both cultural and specific courses in which a balance is established between the broader areas of knowledge and narrow specialization. Accordingly, the program of studies provides for courses in government, history, language, literature, philosophy, religion and sociology while permitting the student to select a field of concentration in business or science.

Properly qualified students are allowed and encouraged to fulfill the requirements for the degree of Bachelor of Science in Business Administration, Chemistry or Physics. Adults who do not desire to obtain a degree may work for a Certificate of Proficiency or enroll in specific courses according to their special interests.

ADMISSION PROCEDURE

General

La Salle College admits to the first year of its evening program, applicants who, in the opinion of the Committee on Admissions, are qualified to profit by the educational program of the school. Consideration shall be given not only to scholastic ability, but also to the character of the applicant and the interest which he manifests in the entire program of the school.

Admission Period

Entering students will be accepted for the Fall and Winter Terms beginning in September and in January. A prospective student should file his formal application well in advance of the opening date of the term which he wishes to enter. The proper application forms may be obtained from the Office of the Dean of the Evening Program, La Salle College, Philadelphia 41, Pa.

Classification of Students

Male students only are admitted, according to their qualifications, to the following groups:

1. Candidates for the degree of Bachelor of Science in the fields of Business Administration, Chemistry, or Physics.
2. Students working for a Certificate of Proficiency in a specialized field.
3. Special students, not candidates for a degree or a Certificate of Proficiency, who seek advance knowledge in a specific topic.

ADMISSION REQUIREMENTS

Candidate for Degree

To qualify for admission as a candidate for the degree of Bachelor of Science, the prospective student must be acceptable to the Committee on Admissions, and his scholastic entrance requirements must comprise the completion of fifteen units of work in an accredited senior high school.

The student who wishes to enter La Salle College in the Evening Program should write to the Office of the Dean for an application blank and a form on which his high school record is to be submitted; the latter is to be mailed directly from the office of the high school principal.

The high school record must show satisfactory attainment in fifteen units of study. Of these fifteen units, at least nine should be made up of the following:

History	1 unit
English (four years)	3 units
Mathematics	2 units
Natural Science	1 unit
Modern Foreign Language ¹	2 units

¹ The two units must be in the same foreign language. An applicant may be admitted to the College even though he cannot meet the foreign language requirement; but he must, however, take the equivalent of two years of modern foreign language in his college program.

The remaining six units must be in academic subjects. However, applicants for the Business Program may submit commercial subjects such as business law and bookkeeping. Typing is not acceptable. It is recommended that applicants for the Science Program have high school mathematics through trigonometry.

When the applicant's credentials are received, they are evaluated by the Committee on Admissions. If the high school record does not certify the applicant's admission to college, he will be required to take an entrance examination. The decision of the Committee on Admissions will be sent to the applicant as soon as possible after he has complied with the admissions procedure.

Certificate of Proficiency

Applicants who have reached their twenty-first year and who have had sufficient business experience to warrant their carrying on the work will be admitted to the school upon the recommendation of the Faculty Interviewer. It is recommended that applicants who have not reached their twenty-first year be graduates of an approved senior high school.

Special Students

Adults are permitted to take any course offered by the College without reference to a degree or a certificate and with a minimum of admission detail, provided they can satisfy the Committee on Admissions that they are qualified to carry such courses. The adult student who is not interested in working toward a degree or a certificate is classified as a special student. Special students are not subject to course prerequisite requirements.

Certificate and special students may transfer to the status of degree candidacy upon the submission of credentials that meet the requirements for general college admission. However, the College reserves the right to accept or reject toward degree credit any course taken by the candidate while a certificate or a special student.

If an applicant has in mind, even remotely, the possibility of working for a degree and if he has not fulfilled the requirements for general college admission, he should consult with the Dean of the Evening Program before starting his work as a certificate or special student.

Admission of Veterans

Veterans are admitted to the first year class on the same general basis as non-veterans. However, due weight is given to the prospec-

tive student's military experience, which may be sufficient to overcome deficiencies in his high school record. The veteran follows the same application procedure as the non-veteran but must submit, in addition, a certificate of eligibility from the Veterans Administration.

The deadline for most veterans starting a course of education is July 25, 1951, or four years after a veteran's discharge, whichever is later; however, it must be completed by July 25, 1956. Most veterans are subject to the 1951 and 1956 cut-off dates, but there are the following exceptions:

1. Veterans discharged after July 25, 1947, have four years from the date of discharge in which to begin training. However, they must finish by June 25, 1956.

2. Veterans who enlisted or re-enlisted under the Armed Forces Voluntary Recruitment Act (between October 6, 1945, and October 5, 1946) are not bound by either deadline. Instead, they have four years from the end of that enlistment or re-enlistment period in which to start, and nine years from that time in which to complete their course of training.

3. Veterans who enlisted on or after June 27, 1950, regardless of where they served, are eligible for one and one-half days of education or training for each day of service. The maximum training permitted is 36 months, which is four school years.

Veterans who served both in World War II and since June 27, 1950 are eligible for further education and training benefits under the new law provided the total period received does not exceed 48 months. Thus, a World War II veteran who received 36 months of training under the original bill is limited to a maximum of 12 months additional training under the new law. If he received the full 48 months training under the World War II law, he cannot receive any additional education or training benefits even if his later service would ordinarily have entitled him to 36 months.

Admission with Advanced Standing

La Salle College will admit a student who has attended another college provided that his scholastic record is satisfactory in every respect. A student desiring to transfer to La Salle from another college follows the same general procedure as an entering first year man, except that a transcript of his previous college work must be submitted with his application. No credit will be allowed for non-quality point grades nor for less than a year's work in the case of a two-term course.

Credit will be allowed only for those courses which correspond to the curriculum of the Evening Program.

Veteran applicants shall be allowed advanced standing for courses pursued during the period of military training, provided that these courses approximate the content of the courses offered in the Evening Program and are not of a vocational or technical nature. Records in these courses are evaluated in accordance with the procedures that have been suggested by the American Council on Education.

All transfer students must comply with the Evening Program Residence Requirements.

Residence Requirements

Every candidate for the degree of Bachelor of Science or for the Certificate of Proficiency must fulfill the residence requirements of satisfactorily completing 44 consecutive semester credit hours of work in the Evening Program of La Salle College immediately preceding the date of his graduation, with the further provision that at least 15 of these credits be in the candidate's major field.

REGISTRATION

General

Students shall register for each term in accordance with the registration schedule as set forth in the official calendar shown on page 4 of this bulletin.

Registration after the scheduled time must be approved by the Office of the Dean and shall, if approved, be considered as a late registration subject to a fee.

The rostering of courses shall be done under the direction of the Dean of the Evening Program or of the Course Advisers.

No student is officially enrolled in any course until he has given the instructor a course card stamped by the Bursar's Office. The Bursar's Office will be open Monday through Friday evenings from 7:00 to 9:30 P.M. during the regular registration period. It is the obligation of the student to obtain the Bursar's receipt for admittance into class.

ROSTER HOUR REQUIREMENT

Candidates for the degree of Bachelor of Science are expected to carry a full roster in course of nine (9) semester hours of credit per term.

Candidates for the Certificate of Proficiency are expected to carry a minimum of six (6) semester hours of credit per term.

No student will be permitted to carry more than nine (9) semester hours of credit.

Any changes in the above requirements must be approved by the Dean of the Evening Program.

CHANGE IN COURSE

Students are advised not to deviate from the curriculum of their major field of study. If changes are desired, written permission must be obtained from the Office of the Dean.

A change in courses may not be made after the completion of the second week of class.

Any student who drops a course without the permission of the Dean will be given a failure in the course.

ATTENDANCE

Students are expected to attend all sessions of the classes in which they are registered. Attendance will be checked from the first meeting of the class, regardless of the date on which the course card is presented. No absences will be officially excused. To provide for illnesses and legitimate engagements, the student is permitted a certain number of absences (cuts) within the limits of a given term. It should be clearly understood that the absences allowed are for cases of emergency. Cuts taken for occasions other than emergencies may be costly. The number of absences permitted in each term equals twice the number of class periods taken per week in each course. If, for instance, a class meets two times a week, the student is allowed four absences per term for that course.

A student who is absent to excess shall be dropped from the class roll and shall be given a failure. Cumulative absences of more than two weeks in any course shall be regarded as excessive. All legitimate absences should be reported as such to the various instructors. At the discretion of the instructor, students may be allowed to make up omitted work caused by absences.

EXAMINATIONS

The last week of each term is set apart for final examinations. La Salle College reserves the right to extend the examination time

beyond the period of one week. Where an extension is necessary, the student body shall be notified well in advance of the examinations. Other examinations are given at the mid-term and also at the discretion of the instructor.

Final examinations are conducted only during the regularly scheduled period.

No credit will be given for any subject until the final examination is successfully passed.

Any student who, because of serious illness or of unavoidable absence, is unable to take the final examination as scheduled must apply at the Office of the Dean at least one week before the scheduled examination for permission to take a make-up examination. Make-up examinations are subject to a fee.

Students should make no outside engagements during the whole examination period.

GRADES

A progress report on each student is submitted to the Office of the Dean at the middle of each term. Permanent records are made only of the final course grades; attendance, recitations, written examinations, and the final examination are considered in determining the final course grade.

Grades are recorded in alphabetic symbols as follows: A indicates excellent work; B indicates superior work; C indicates satisfactory work; D indicates work that is inferior but of a passing grade; F indicates failure and that the course must be repeated; I indicates an incomplete program and that certain course assignments, tests, final examinations, etc., have not been performed or taken by the student; W indicates that the student withdrew from the course before the end of the term.

An average grade of C is required for graduation. To determine such average the following system is employed. The grade of A for a 3 semester credit hours course equals 9 quality points; a B grade for the same course is equal to 6 quality points. C for a 3 semester credit hours course is equal to 3 quality points. No quality points are allowed for a D grade.

The minimum requirements for the degree of Bachelor of Science are 128 semester credit hours and 128 quality points; for the Certificate of Proficiency, 60 semester credit hours and 60 quality points.

DEFICIENCIES

No condition or re-examinations are given. To remove an "incomplete," a student must complete his work under the supervision of his instructor. He should not receive a grade higher than C unless he presents reasons which indicate that the cause of the incompleteness was beyond his control. A student whose final grade in a required course is F must repeat the course.

WITHDRAWAL

A student who withdraws from the Evening Program is requested to submit a written statement to that effect to the Office of the Dean. The date of filing the notice of withdrawal shall be considered, in all cases, the date of actual withdrawal. A student who withdraws without notice will be given a grade of F.

THE SCHOLASTIC YEAR

The scholastic year is divided into two terms of sixteen weeks each, exclusive of holidays and vacation periods, and an inter-term of seven weeks. During the regular terms, the evening students are required to attend two seventy-five minute periods per subject per week. In the inter-term, the two semester credit courses meet three times per week for seventy-five minutes each.

DEGREE AND CERTIFICATE REQUIREMENTS

The minimum requirements for the degree of Bachelor of Science are 128 semester credit hours and 128 quality points. The 128 credit hours must include 8 credits in Religion¹ or approved substitute courses. Sixty (60) semester credit hours and 60 quality points are required for the Certificate of Proficiency.

The course requirements for the bachelor's degree may be completed in a minimum time of six (6) years. The time for fulfilling these requirements may be shortened for qualified students by attendance at summer sessions. Permission to enroll in the summer sessions must be obtained from the Dean of the Evening Division.

The time for completing the requirements for the Certificate of Proficiency is a minimum of three (3) years.

¹ Courses in Religion are required of all Catholic students. Non-Catholic students may substitute courses in Philosophy.

THE COLLEGE GUIDANCE SERVICE

The College Guidance service provides a wide variety of tests and other means of measuring the aptitudes and interests of the students at La Salle. Any one may take advantage of these means of resolving vocational and personal problems that may arise during his college career. The Service is administered by trained psychologists and is available to all students.

THE COLLEGE PLACEMENT SERVICE

The College maintains a placement service for the purpose of keeping its students advised of trends and opportunities in the various fields of employment and of placing them in suitable employment at the time of graduation. The Placement Office is located in College Hall, Room 115.



Alumni Memorial

ACTIVITIES AND ORGANIZATIONS

THE STUDENT CONGRESS

The Student Congress of the La Salle College Evening Program acts as the official representative of the student body in its relations with the administration and faculty of the College in matters related to extra-curricular activities and student welfare.

The Student Congress consists of the elected representatives of the various course sections, who vote on all matters brought before the Congress.

In general, its purpose is to cultivate, promote and manage all social and other affairs conducted for the benefit of the entire student body; to promote the general welfare of the students and of La Salle College; and to act as an advisory body between the students and the administration.

ACADEMIC AND SOCIAL ORGANIZATIONS

Although it is recognized that evening students are primarily concerned with their studies, La Salle College hopes that they will participate in extra-curricular activities.

A number of activities are held throughout the year in which both day and evening students participate. As students they have special opportunities to attend various social and athletic events.

Student groups, whether organized for social, academic, athletic, or religious purposes, are an integral part of a well balanced collegiate program. La Salle College recognizes this and provides opportunities for the wholesome development of social relationships that accord with the Christian ideals of the College. All organizations must be approved by the College faculty and each must include an adviser who is a member of the faculty. A satisfactory academic standing and an interest in the affairs of the organization are the general requisites for membership.

The following clubs, fraternities and societies are represented on the campus:

Adoration Society (Religious
Activities)
Accounting Association
Alpha Epsilon Honor Society
(Scholastic Achievement)

Chymian Society (Chemistry)
Doernenburg Society (German)
Economics Club
El Club Hispano (Spanish)
Gavel Society (Debate)

Glee Club	Newtonian Society (Physics)
Herbert S. Weber Society (English Literature)	Out-of-Towners Club
International Relations Club	Philosophy Club
Interracial Council	Photography Club
La Salle Theatre	Pi Delta Phi (National French Honor Society)
Le Cercle Claudel (French)	Praefectus Club (Varsity Athletic Managers)
Les Chevaliers De La Salle (French)	Radio Club (Electronics)
Marketing Association (Affiliated with the American Marketing Association)	Sigma Beta Kappa (National Catholic Social Fraternity)
National Federation of Catholic Colleges	Social Science Club
	Society for the Advancement of Management (Industry)
	Varsity Club (Athletics)

PUBLICATIONS

The major student publications of the College are the *La Salle Collegian* and the *Explorer*. The former is the weekly newspaper, which serves as a vehicle for disseminating information to the student body. The latter is the yearbook published by the members of the graduating class to serve as a record of college life and of the outstanding events of the year.

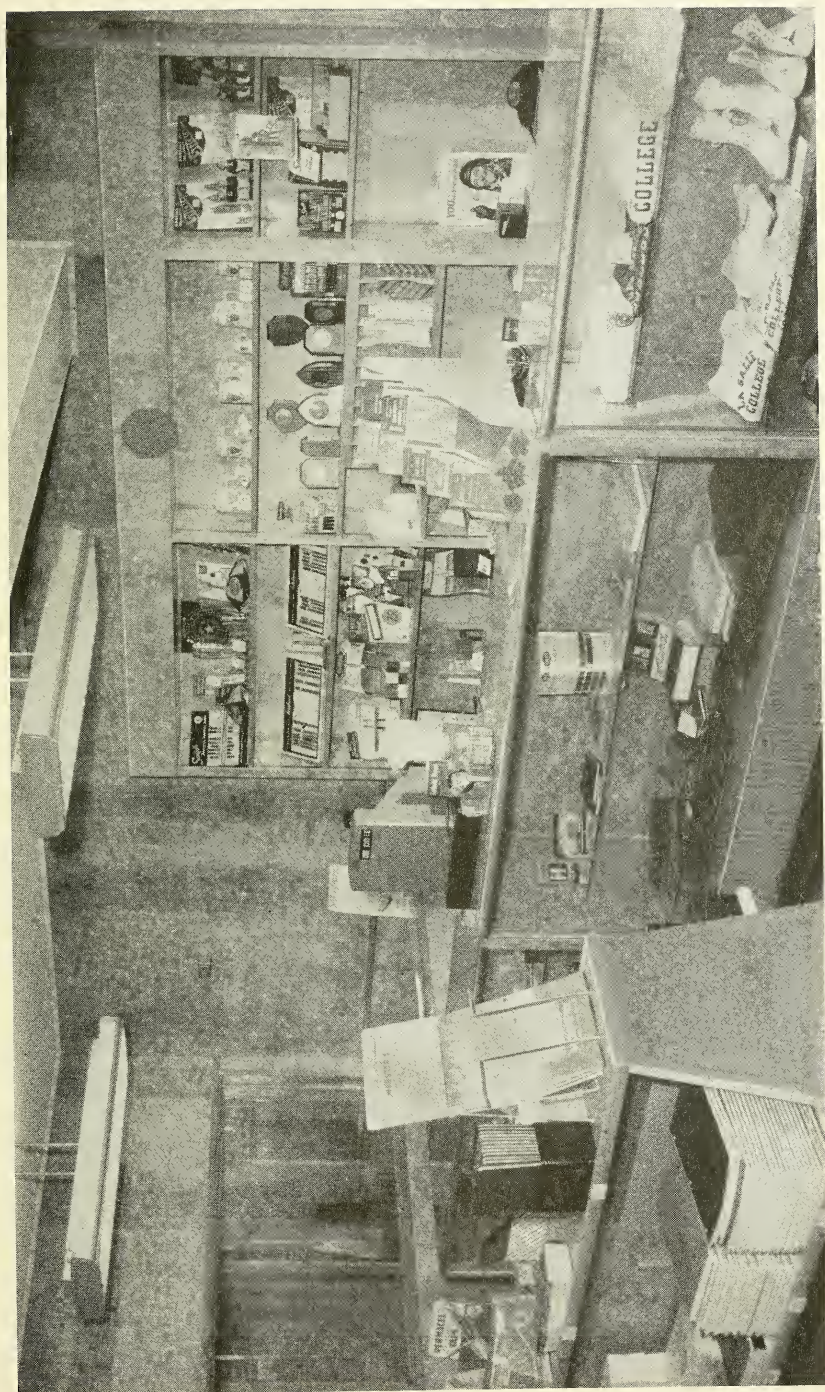
ATHLETICS

La Salle College supports a limited program of intramural and intercollegiate athletics that is designed to meet the needs and serve the best interests of the entire student body.

RELIGIOUS ACTIVITIES

The Chapel of La Salle College provides a convenient center both for personal meditation and for group worship. Its facilities and the services of the College Chaplain are available to the student body at all times.

There is also a student organization, the *Adoration Society*, which provides an opportunity for students to show special devotion to the Blessed Sacrament by maintaining a continuous student vigil of prayer in the College Chapel during class hours.



The Campus Store

EXPENSES

TUITION, FEES, AND OTHER CHARGES

La Salle College reserves the right to amend or add to the below listed obligations at any time and to make such changes applicable to students at present in the school as well as to new students.

A General Fee of \$10.00 per term is charged to each student in the Evening Program for the use of the Library, subscription to student publications, athletic privileges, and examination supplies.

Each student is required to complete his course registration within the period as set forth in the calendar of this bulletin. A student who fails to do so may complete his registration only with the approval of the Dean and upon payment of a fee of five dollars.

A matriculation fee of five dollars is charged each student entering the College as a candidate for a Degree. The matriculation fee is payable once.

All students shall at the time of registering for each term pay a registration fee of five dollars.

All students are expected to take their examinations during the regular examination period. Students failing to do so may take the examination at a later date upon paying a fee of two dollars an examination.

The late fees and other penalties as outlined above are to defray the expenses involved and to discourage indifference toward regulations.

The cost of books and other equipment, not included under fees but procured under the facilities of the College, shall be paid at the time of purchase.

Veterans who are certified by the Veterans Administration for educational benefits under Public Law 346 shall receive tuition, fees, and books as provided for by these laws.

The table given below lists the ordinary expenses. The cost of books and other incidental supplies is not included.

Tuition, per term

For all courses, except where a special fee is fixed,
per semester credit hour\$10.00

Registration Fee (per term, all students)¹ 5.00

General Fee, per term:¹

Full-time Students (9 semester credit hours) 10.00

Part-time Students 5.00

Matriculation Fee, payable once (Candidate for Degree) 5.00

Special Fees:

Science Laboratory Fee (each course) 5.00

Breakage Deposit Fee (Chemistry) per course 2.00

Late Registration Fee 5.00

Late Examination Fee, per examination 2.00

Graduation Fee:

Bachelor of Science degree 25.00

Certificate of Proficiency 10.00

Estimated Average Expenses

	<i>Each Term</i>		<i>Inter-Term</i>
	DEGREE	CERTIFICATE	
Tuition	\$ 90.00 ²	\$60.00 ³	\$40.00
General Fee ¹	10.00	5.00	
Registration Fee ¹	5.00	5.00	
Books and Supplies	15.00	10.00	5.00
	<hr/>	<hr/>	<hr/>
	\$120.00	\$80.00	\$45.00

FINANCIAL ARRANGEMENTS

Regulations

All tuition, fees, and other expenses are to be paid within ten (10) days after the beginning of the current term, or an arrangement must be made with the Bursar of the College within the same period for the establishment of a deferred payment plan. The Bursar of the College issues and makes all adjustments on all student bills. Tuition and fee bills are mailed to the address indicated on the stu-

¹ Students registered for the Winter Term will not be charged Registration and General Fees for the succeeding inter-term.

² Degree students are expected to take the maximum of 9 semester credits per term.

³ Certificate students are expected to take a minimum of 6 semester credits per term. A maximum of 9 credits may be taken to reduce the number of years to fulfill requirements for the program.

dent's registration card. Each student is responsible for receiving his own bill. If a tuition bill is not received within ten (10) days after registration, the student should apply at the Bursar's office for a duplicate.

Deferred Payments

Provision is made under a deferred payment plan for evening students who may have difficulty in meeting their total expenses in advance. The student is required to enter into a contract¹ whereby he agrees to pay his tuition in four (4) equal installments per term. Under this agreement, his total General Fee, Registration Fee, Matriculation Fee, and one-fourth of his total tuition expense must be paid within ten (10) days after the beginning of the current term.

A fee of \$5.00 per term is charged for servicing deferred payment accounts. This fee is payable at the time of signing the contract. If the total tuition expense is paid within sixty days of signing the agreement the deferred payment fee will be refunded.

The deferred payment plan does not apply to the expenses of the inter-term.

Refunds

Students who withdraw from the College or from a part of their program of studies for a satisfactory reason before the end of the fifth week of the term may request a refund of tuition. The request for refund must be made at the time of withdrawal. The official withdrawal form must be filled out at the Office of the Dean.

Matriculation, Registration, and General Fees are not refunded. If a satisfactory reason for withdrawal is given, the charge for tuition will be revised according to the following schedule: If the period of attendance is two weeks or less, 80 per cent is refunded; between two and three weeks, 60 per cent; between three and four weeks, 40 per cent; between four and five weeks, 20 per cent. If a student attends more than five weeks, no refund is made. Students who are requested to withdraw because of disciplinary action will not be given a refund of tuition.

¹ In all instances where a deferred payment plan is requested, the student or, if he is a minor, his parent must sign a note for the unpaid balance and the signer will be strictly responsible for making payments when due.

The privilege of dividing payments is not to be construed as an arrangement whereby a student may contract for less than a full term of work in the courses for which he registers or be relieved of any part of his tuition obligation.

Obligations

No student who is delinquent in the payment of tuition or other fees or against whom the College holds record of indebtedness will be given a diploma of graduation, a certificate, or a transcript of record until such indebtedness has been paid. A student who owes tuition or other fees at the close of the term will not be permitted to take his term examinations or to receive credit for that term.



The Quadrangle

PROGRAMS OF STUDY

The Evening Programs of Study are outlined in the following section according to the traditional grouping of Freshman, Sophomore, Junior, and Senior levels. However, the time for completion of the program leading to the bachelor's degree is normally six calendar years. The required courses in each curriculum have been carefully selected and are considered basic for the purposes of the program.

Candidates for the Bachelor of Science degree and students following a curriculum leading to the Certificate of Proficiency are required to take the courses in the sequence as outlined. Each student will be given a schedule of courses at the time of registration. Students are encouraged to consult with the Dean of the Evening Program or the faculty advisers for assistance in the choice of a major field, elective courses, or any academic problem which they may have.

Matriculated students are classified according to the number of semester credits completed. Freshman: Those having completed less than 32 credits. Sophomore: Those having completed 32 to 63 credits. Junior: Those having completed 64 to 95 credits. Senior: Those having completed 96 credits.

DEGREE AND CERTIFICATE REQUIREMENTS

BACHELOR OF SCIENCE DEGREE

Upon the recommendation of the Faculty Committee, the President of La Salle College will confer the degree of Bachelor of Science upon those candidates who have satisfied the scholastic admission requirements of the College and who have completed successfully 128 semester credit hours of work in accordance with the outlined program of their major field of study.

Programs of study leading to either the degree of Bachelor of Science or the Certificate of Proficiency are available in the following fields:

BUSINESS ADMINISTRATION

Accounting
Economics
Finance

General Business
Insurance
Industry

Marketing

SCIENCE

Chemistry

Electronics

CERTIFICATE OF PROFICIENCY

La Salle College will grant a Certificate of Proficiency to any student officially accepted and registered as a candidate for such who has successfully completed 60 semester credit hours of work in a specialized field.

The certificate program is intended for students who wish to spend not more than three years in the Evening Program and who desire a course of study that will assist them in their particular field.

Candidates for the certificate are required to complete three courses in English Composition.

COURSE REQUIREMENTS

BUSINESS ADMINISTRATION

FRESHMAN LEVEL

Credits

*Acct. 1, 2	Principles of Accounting	6
*B.L. 1	Law of Contracts	3
Econ. 1	Principles of Economics	5
Econ. 3	American Economic History	5
*Eng. 1a, b	English Composition	6
Eng. 4	Intermediate Composition	2
Ind. 1	Principles of Business Organization	3
	Language: ¹	
	French, German, or Spanish	(6)
*Phil. 5a	Basic Philosophy ²	}
	or	
*Rel. 1a	Ideals of Catholic Life ²	2

SOPHOMORE LEVEL

*Eng. 2	Advanced Composition	3
*Eng. 3	Oral Composition	3
Hist. 1, 2	United States in World Affairs	6
Phil. 1	Logic	3
*Phil. 5b	Basic Philosophy ²	}
	or	
*Rel. 1b	Ideals of Catholic Life ²	2
	Language: ¹	
	French, German, or Spanish	(6)
	Related Major Requirements	6
	Major Requirements	11

* Course requirements for the Certificate of Proficiency.

¹ Students who present less than two units of modern foreign language from high school must take elementary and intermediate language, and they must postpone a portion of their Freshman and Sophomore level requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

³ Students are advised to take the basic course of their probable field of specialization. The choice of a major field of study should be made at the end of the Freshman level.

ACCOUNTING

Advisers: Mr. DeAngelis, Mr. Kaiser, and Mr. O'Donnell

SOPHOMORE LEVEL†		Credits
*Acct. 3	Elementary Cost Accounting	3
*Acct. 4	Intermediate Accounting	5
*	Business Law 2, 3, or 4	3
*Fin. 1	Money and Banking	6
JUNIOR LEVEL		
*Acct. 5	Auditing, <i>or</i> ³	3
*Acct. 12	Accounting Methods & Procedures }	
*Acct. 6	Advanced Cost Accounting, <i>or</i> ³	5
*Acct. 11	Practical Accounting Systems }	
	Business Law 2, 3, or 4	3
Eng. 5	English Literature	3
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, <i>or</i> ²	2
Rel. 2a	Motives and Means of Catholic Life }	
	Electives—Group A	6
	Electives—Group B	6
SENIOR LEVEL		
*Acct. 8	Income Taxes	3
*Acct. 7	Advanced Accounting Theory, <i>or</i> ³	5
*Acct. 13	Budgetary Control }	
*Acct. 9	Advanced Accounting Problems, <i>or</i> ³	3
*Acct. 10	Internal Auditing }	
Eng. 6	American Literature	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, <i>or</i> ²	2
Rel. 2b	Motives and Means of Catholic Life }	
	Electives—Group A	6
	Electives—Group B	3

Suggested Electives:¹

Group A	Group B
Finance 2	Insurance 1, 3, 4
Industry 2, 4, 7, 10	Marketing 1
	Economics 4, 6
	Government 1, 2
	Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Accounting.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.³ Accounting 5, 7, 9, and 11, and Business Law 2 and 3 are recommended for the preparation for the State Board Examination in Accounting. Accounting 6, 10, 12, and 13, and Business Law 2, 3, and 4 are recommended for students specializing in the field of Industrial Accounting.

ECONOMICS

Adviser: Dr. Flubacher

SOPHOMORE LEVEL*

Credits

Econ. 2	Economic Problems	5
Fin. 1	Money and Banking	6
Mark. 1	Principles of Marketing	6

JUNIOR LEVEL

Econ. 6	Labor Problems in America	6
Eng. 5	English Literature	3
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, <i>or</i> ²	2
Rel. 2a	Motives and Means of Catholic Life }	
B.L. 6	Real Estate	3
Stat. 1	Business Statistics	5
	Electives—Group A	6
	Electives—Group B	3

SENIOR LEVEL

Econ. 4	History of Economic Thought	3
Econ. 5	Contemporary Economic Systems	5
Econ. 7	Intermediate Economic Theory	3
Eng. 6	American Literature	3
Gov. 1	The Science of Government	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, <i>or</i> ²	2
Rel. 2b	Motives and Means of Catholic Life }	
	Electives—Group A	3
	Electives—Group B	3

*Suggested Electives:*¹Group A

Finance 2

Insurance 1

Insurance 2 or 5

Group B

Government 2 & 4

Sociology 1 & 2

History 5

* The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

FINANCE

Advisers: Mr. Bradley, Mr. Seelaus, and Mr. Woods

SOPHOMORE LEVEL†		Credits
*Acct. 4	Intermediate Accounting	5
*Fin. 1	Money and Banking	6
*Mark. 1	Principles of Marketing	6

JUNIOR LEVEL

*B.L. 6	Law of Real Estate	3
Econ. 2	Economic Problems	5
Eng. 5	English Literature	3
*Fin. 2	Corporation Finance	6
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, or ²	} 2
Rel. 2a	Motives and Means of Catholic Life	
	Electives—Group A	6
	Electives—Group B	3

SENIOR LEVEL

Eng. 6	American Literature	3
*Fin. 3	Investments	3
*Fin. 4	Stock Markets	3
*Fin. 6	Security Analysis	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, or ²	} 2
Rel. 2b	Motives and Means of Catholic Life	
Stat. 1	Business Statistics	5
	Electives—Group A	3
	Electives—Group B	3

*Suggested Electives:*¹

<u>Group A</u>	<u>Group B</u>
Business Law 2, 3, 4	Economics 4, 5
Insurance 2, 3, 4	Government 1, 2
Marketing 2, 4	Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Finance.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

GENERAL BUSINESS

SOPHOMORE LEVEL†

Credits

*Fin. 1	Money and Banking	6
*Mark. 1	Principles of Marketing	6
*Psych. 1	Psychology of Adjustment	5

JUNIOR LEVEL

Eng. 5	English Literature	3
*Ins. 1	Principles of Insurance	6
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, or ²	} 2
Rel. 2a	Motives and Means of Catholic Life	
*Stat. 1	Business Statistics	5
	Electives—Group A	6
	Electives—Group B	6

SENIOR LEVEL

Eng. 6	American Literature	3
*Ind. 9	Industrial Administration	5
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, or ²	} 2
Rel. 2b	Motives and Means of Catholic Life	
	Electives—Group A	9
	Electives—Group B	6

*Suggested Electives:*¹Group A

Advanced Accounting,
Business Law,
Finance,
Industry,
Insurance, and
Marketing

Group B

Advanced Economics
Government 1, 2
Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Business Administration.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

INDUSTRIAL MANAGEMENT

Advisers: Dr. Goldner, Mr. Cooke and Mr. Fellmeth

SOPHOMORE LEVEL†		Credits
*Acct. 14	Cost Accounting for Management	5
*Ind. 2	Industrial Management	3
*Ind. 4	Systematic Motion and Time Study	3
*Mark. 1	Principles of Marketing	6

JUNIOR LEVEL		
Eng. 5	English Literature	3
*Ind. 5	Manufacturing Processing	3
*Ind. 7	Production Control	3
*Ind. 8	Blueprint Reading and Plant Layout	5
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, <i>or</i> ²	2
Rel. 2a	Motives and Means of Catholic Life }	
	Electives—Group A	6
	Electives—Group B	6

SENIOR LEVEL		
Eng. 6	American Literature	3
*Ind. 9	Industrial Administration	5
*Ind. 10	Procurement and Materials Control, <i>or</i>	3
*Ind. 11	Methods and Procedures }	
*Ind. 12	Compensation Methods and Job Evaluation, <i>or</i>	3
*Ind. 14	Principles of Quality Control }	
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, <i>or</i> ²	2
Rel. 2b	Motives and Means of Catholic Life }	
	Electives—Group A	3
	Electives—Group B	6

*Suggested Electives:*¹*Group A*

Finance 1, 2
 Industry 3, 11, 14
 Insurance 1

Group B

Economics 4, 5, 6
 Government 1, 2
 Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Industrial Management.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

1 All electives are subject to the prerequisite requirements.

2 Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

INDUSTRIAL RELATIONS

Advisers: Mr. Crowley and Mr. Halpin

SOPHOMORE LEVEL†

Credits

*Econ. 6	Labor Problems in America	3
*Fin. 1	Money and Banking	6
*Ind. 2	Industrial Management	3
Psych. 1	Psychology of Adjustment	5

JUNIOR LEVEL

Eng. 5	English Literature	3
*Ind. 3	Industrial Relations and Personnel Management	3
*Ind. 6	Labor Legislation	3
Phil. 2	Philosophy of Nature	2
Phil. 5c	Basic Philosophy, <i>or</i> ²	2
Rel. 2a	Motives and Means of Catholic Life }	
Stat. 1	Business Statistics	5
	Electives—Group A	6
	Electives—Group B	6

SENIOR LEVEL

Eng. 6	American Literature	3
*Ind. 12	Compensation Methods and Job Evaluation	3
*Ind. 9	Industrial Administration	5
*Ind. 13	Collective Bargaining	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, <i>or</i> ²	2
Rel. 2b	Motives and Means of Catholic Life }	
	Electives—Group A	3
	Electives—Group B	6

*Suggested Electives:*¹*Group A*

Business Law 2, 4
 Industry 4, 11
 Insurance 1, 2, 4
 Marketing 1, 3

Group B

Economics 4, 5
 Government 1, 2
 Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Industrial Relations.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

INSURANCE

Advisers: Mr. Bowman, Mr. Christie, Mr. Levy, and Mr. Singer

SOPHOMORE LEVEL†

Credits

*Fin. 1	Money and Banking	6
*Ins. 1	Principles of Insurance	6
Psych. 1	Psychology of Adjustment	5

JUNIOR LEVEL

*B.L. 2	Law of Negotiable Instruments	3
*Econ. 2	Economic Problems	5
Eng. 5	English Literature	3
*Ins. 2	Principles of Life Insurance	3
*Ins. 3	Fire and Marine Insurance	3
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, or ²	}
Rel. 2a	Motives and Means of Catholic Life	
	Electives—Group A	6
	Electives—Group B	3

SENIOR LEVEL

Eng. 6	American Literature	3
*Ins. 4	Casualty Insurance	3
*Ins. 5	Social Insurance	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, or ²	}
Rel. 2b	Motives and Means of Catholic Life	
*B.L. 6	Real Estate	3
Stat. 1	Business Statistics	5
	Electives—Group A	3
	Electives—Group B	3

Suggested Electives:¹

Group A

Business Law 3, 4
Finance 3, 6
Marketing 3, 4

Group B

Government 1, 2
Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Insurance.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

MARKETING

Advisers: Mr. Bannan, Mr. Nowak, and Mr. Swoyer

SOPHOMORE LEVEL†

Credits

*Econ. 2	Economic Problems	5
*Fin. 1	Money and Banking	6
*Mark. 1	Principles of Marketing	6

JUNIOR LEVEL

Eng. 5	English Literature	3
*Mark. 2	Retail Methods and Policy	3
*Mark. 3	Theory and Practice in Selling	3
*Mark. 4	Sales Administration	3
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, <i>or</i> ²	} 2
Rel. 2a	Motives and Means of Catholic Life	
Psych. 1	Psychology of Adjustment	5
	Electives—Group A	3
	Electives—Group B	6

SENIOR LEVEL

Eng. 6	American Literature	3
*Mark. 5	Advertising	3
*Mark. 6	Market Research and Analysis	6
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, <i>or</i> ²	} 2
Rel. 2b	Motives and Means of Catholic Life	
Stat. 1	Business Statistics	5
	Electives—Group A	3
	Electives—Group B	3

*Suggested Electives:*¹*Group A*

Business Law 2
Industry 10
Insurance 1, 2

Group B

Economics 4, 5
Government 1, 2
Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Marketing.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

SCIENCE

FRESHMAN LEVEL		Credits
*Eng. 1a, b	English Composition	6
Eng. 4	Intermediate Composition	2
Language: ¹		
	French, German, or Spanish	(6)
*Math. 1	College Algebra	3
*Math. 2	Plane Trigonometry	3
*Phys. 1, 2	General Physics	8
*Phil. 5a	Basic Philosophy ²	}
	or	
*Rel. 1a	Ideals of Catholic Life ²	
Major Selection: ³		
Econ. 1	Principles of Economics, and	}
Gov. 1	The Science of Government,	
	or	
*Chem. 1, 2	General Inorganic Chemistry	8

SOPHOMORE LEVEL		
*Eng. 2	Advanced Composition	3
*Eng. 3	Oral Composition	3
*Eng. 7	Technical Composition	3
Hist. 1, 2	United States in World Affairs	6
Language: ¹		
	French, German, or Spanish	(6)
*Math. 3	Analytic Geometry	3
*Math. 4	Differential Calculus	3
Phil. 1	Logic	3
*Phil. 5b	Basic Philosophy ²	}
	or	
*Rel. 1b	Ideals of Catholic Life ²	
	Major Requirements	8

* Course requirements for the Certificate of Proficiency.

¹ Students who present less than two units of modern foreign language from high school must take elementary and intermediate language, and they must postpone a portion of their Freshman and Sophomore level requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

³ The choice of a major field of study should be made at the beginning of the Freshman Level. Electronics Majors are required to take Economics 1 and Government 1; Chemistry Majors are required to take Chemistry 1 and 2.

CHEMISTRY

Advisers: Brother G. Paul, and Dr. Schneider

SOPHOMORE LEVEL†

Credits

*Chem. 3, 4 Organic Chemistry	8
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JUNIOR LEVEL

*Chem. 5, 6 Analytical Chemistry	8
Eng. 5 English Literature	3
*Math. 5 Integral Calculus	3
*Math. 6 Differential Equations	3
Phil. 2 Philosophy of Nature	3
Phil. 5c Basic Philosophy, <i>or</i> ²	2
Rel. 2a Motives and Means of Catholic Life }	
Electives	9

SENIOR LEVEL

*Chem. 7, 8 Physical Chemistry	8
*Chem. 9 Advanced Analytical Chemistry	3
*Chem. 10 Advanced Organic Chemistry	3
Eng. 6 American Literature	3
Phil. 3 Ethics	3
Phil. 4 Natural Theology	3
Phil. 5d Basic Philosophy, <i>or</i> ²	2
Rel. 2b Motives and Means of Catholic Life }	
Electives	6

Suggested Electives:¹

Economics 1

Government 1, 2

Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Chemistry.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.

PHYSICS

Advisers: Dr. Benner, Mr. Isom, Mr. Pearson, Dr. Taylor, and Dr. Teasdale

SOPHOMORE LEVEL†

Credits

*Phys. 4	Electricity and Magnetism	3
*Phys. 5	Introduction to the General Principles of Electronics	5

JUNIOR LEVEL

Eng. 5	English Literature	3
*Math. 5	Integral Calculus	3
*Math. 6	Differential Equations	3
Phil. 2	Philosophy of Nature	3
Phil. 5c	Basic Philosophy, or ²	}
Rel. 2a	Motives and Means of Catholic Life	
*Phys. 6	Electronic Circuits	3
*Phys. 7	Radio Communications—Part 1	5
	Electives	9

SENIOR LEVEL

Eng. 6	American Literature	3
Phil. 3	Ethics	3
Phil. 4	Natural Theology	3
Phil. 5d	Basic Philosophy, or ²	}
Rel. 2b	Motives and Means of Catholic Life	
*Phys. 8	Radio Communications—Part 2	3
*Phys. 9	High Frequency	5
*Phys. 3	Physical Optics	3
*Phys. 10	Ultra High Frequency	3
	Electives	6

*Suggested Electives:*¹

Advanced Economics

Government 1, 2

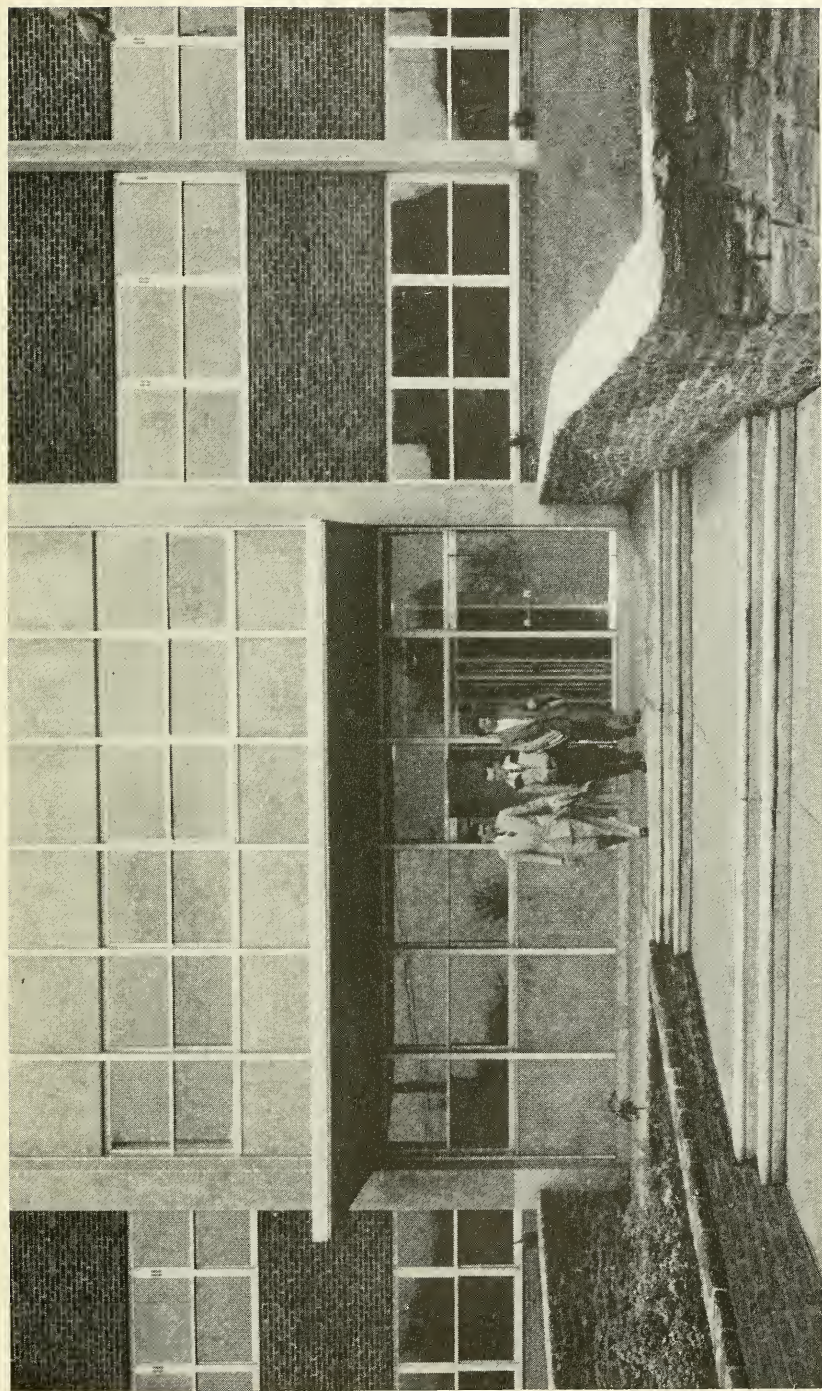
Sociology 1, 2

* Course requirements for the Certificate of Proficiency in Electronics.

† The courses listed under Sophomore Level must be taken in addition to the courses required of all students of the Sophomore Level.

¹ All electives are subject to the prerequisite requirements.

² Courses in Religion are not required of non-Catholic students; instead, they are required to take the equivalent hours in Basic Philosophy.



Main Entrance—College Library

DESCRIPTION OF COURSES

The courses listed below will be given in accordance with the outlined program of study and/or when there is a minimum enrollment of 15 students.

ACCOUNTING

ACCOUNTING 1. INTRODUCTION TO PRINCIPLES OF ACCOUNTING.

3 credits

The introductory courses in accounting are designed not only to introduce the elements of the field to the future public or industrial accountant, but also to acquaint the future business managers, engineers, investors, etc., with the mechanics of accounting and to give them an insight into the principles and practices of business. In this course mechanics of debit and credit, the methods of keeping accounting records, and preparing reports will be discussed in detail.

ACCOUNTING 2. APPLICATION OF PRINCIPLES OF ACCOUNTING.

Prerequisite, Accounting 1.

3 credits

The object of this course is to expand the principles of accounting and to apply these principles to the three organizational methods of operating a business; individual proprietorship, partnership, and corporation. This course is designed for students preparing for business management as well as for those considering a professional career in accountancy. The principles introduced in the first course are given advanced treatment. Manufacturing accounts and controls, the valuation of assets, the creation of reserves and the analysis of statements are introduced.

ACCOUNTING 3. ELEMENTARY COST ACCOUNTING.

Prerequisite, Accounting 2.

3 credits

Elementary Cost Accounting is designed to acquaint the student with the principal elements of production cost. The elements of production cost include materials, labor, and overhead. In accounting for these elements certain recognized cost systems have come into general use. These include the job cost or production order system, the process cost system, and the standard cost system. The elements of production cost are the same, irrespective of which system may be used in accounting for costs. Since the fundamental principles of accounting are applied in accounting for cost, a knowledge of such principles is a prerequisite to the study of Cost Accounting.

ACCOUNTING 4. INTERMEDIATE ACCOUNTING.

Prerequisite, Accounting 2.

5 credits

Intermediate Accounting takes up the accounting cycle where the elementary courses leave off, covering fully the principles of balance sheet valua-

tion and profit determination with greater emphasis on matters of theory throughout the entire course. The effects of recent legislation are taken into consideration in the discussions of capital stock accounts, treasury stock, capital stock, stated capital, and earned surplus and capital stock. The latest accounting procedures applicable to appraisals, depreciation, and appreciation, accounting for intangibles, stock dividends, and combined statements of income and earned surplus are discussed. (*Given in Winter Term.*)

ACCOUNTING 5. AUDITING.

Prerequisite, Accounting 4. 3 credits

Auditing is designed to give the student practical training in modern audit practices, emphasizing the principles and objectives sought in an audit. Emphasis is also placed upon the audit basis, the best audit standards, objective basis of reporting, the adoption of improved accounting standards, acquiring an intimate knowledge of business controls, professional ethics and legal liability.

ACCOUNTING 6. ADVANCED COST ACCOUNTING.

Prerequisites, Accounting 3 and 4. 5 credits

Advanced Cost Accounting is especially designed for students intending to enter the field of industrial accounting. The course covers the economic, industrial engineering, and managerial aspects of cost accounting with emphasis on the budget as a basis for cost control, analysis of variances, specialized cost treatments, graphic charts, capacity costs and uniform methods. (*Given in Winter Term.*)

ACCOUNTING 7. ADVANCED ACCOUNTING THEORY.

Prerequisite, Accounting 4. 5 credits

Advanced General Accounting is outlined as a logical conclusion to the study of the principles of accounting with emphasis on such important specialized phases of accounting as partnership, insurance, subsidiaries, estates and trusts, foreign exchange, budgets, public utilities, stock brokerage and many others. Other features of the course are consolidated balance sheets, consolidated profit and loss, mergers, receiver's accounts, realization and liquidation, and financing. (*Given in Winter Term.*)

ACCOUNTING 8. INCOME TAXES.

Prerequisite, Accounting 2. 3 credits

The primary purpose of Income Taxes is to give the student a true picture of the entire federal tax structure and to provide training in the application of the basic principles of tax problems. The course covers the following subjects: individual returns, inclusions, exclusions and capital gain or loss applicable thereto; pay-as-you-go; withholdings; partnerships; corporations; social security tax, federal estate tax and federal gift tax.

ACCOUNTING 9. ADVANCED ACCOUNTING PROBLEMS.

Prerequisite, Accounting 7. 3 credits

Advanced Accounting Problems is designed to serve both as a rigid test of accounting ability and a presentation of facts and procedures encountered

by public accountants in actual practice. The problems covered include division of federal and state taxes, reorganization adjustments, statement of investment bankers, bank reorganization, consolidated financial statements, markup, reconstruction of books, recapitalization, income tax problems, and many others.

ACCOUNTING 10. INTERNAL AUDITING.

Prerequisite, Accounting 4.

3 credits

The purpose of this course is to give students who have had the required basic courses or training in the field of accounting and industry and who desire to enter the field of internal auditing an understanding of the internal auditing theory and practice, and managerial control through internal auditing.

ACCOUNTING 11. SPECIALIZED ACCOUNTING.

Prerequisite, Accounting 7.

5 credits

Principles and practices of accounting for the financial operation of banks, building and loan associations, insurance companies, department stores, public utilities, railroads and governmental units; basic differences between accounting for these specialized organizations and for industrial and commercial enterprises; analysis of various funds, statements of operation, and financial position. (*Given in Winter Term.*)

ACCOUNTING 12. METHODS AND PROCEDURES.

Prerequisite, Accounting 3.

3 credits

The course deals with the development and application of the techniques of work simplification and standardization as applied to systems, procedures, forms, work methods, and the selection and use of equipment. Such related matters as space utilization, procedure writing, and the preparation of flow charts will be included.

ACCOUNTING 13. BUDGETARY CONTROL.

Prerequisite, Accounting 6.

5 credits

The course in Budgetary Control provides a study of the principles of business planning for financial control of future operation through use of a budget system. Descriptions of budget systems actually used in business organizations are presented. These illustrations are intended to demonstrate that the coordination of business functions through detailed planning of production and sales and the establishment of effective financial controls are essential to successful management of business enterprises. (*Given in Winter Term.*)

ACCOUNTING 14. COST ACCOUNTING FOR MANAGEMENT.

Prerequisite, Accounting 3.

5 credits

This course is intended for students majoring in industry. It covers the fundamentals of cost control and profit planning for management reflected in different types of cost systems in relation to various methods of production. Emphasis is given to the use of cost analysis as an instrument of managerial control. (*Given in Winter Term.*)

BUSINESS LAW

BUSINESS LAW 1. LAW OF CONTRACTS.

3 credits

Law of Contracts is designed to introduce the student to the more common rules and principles governing business transactions, the rights and duties of individuals, and the legal relationship of principal and agent.

BUSINESS LAW 2. LAW OF NEGOTIABLE INSTRUMENTS.

Prerequisite, Business Law 1.

3 credits

The first half of the course deals with the application of the principles of common law and those of the Uniform Negotiable Instrument Act to the various papers used in business transactions. The second half covers the laws of principal and surety, and insurer and insured as related to the use of business papers.

BUSINESS LAW 3. LAW OF PERSONAL PROPERTY.

Prerequisite, Business Law 1.

3 credits

Law of Personal Property deals with the common and statute laws relative to the purchase, sale, transfer and bailment of personal property. The subjects covered are the legal relationship of bailor and bailee; carriers and shippers or passengers; vendor and vendee.

BUSINESS LAW 4. LAW OF BUSINESS ASSOCIATIONS.

Prerequisite, Business Law 1.

3 credits

Law of Business Associations covers the common and statute laws relative to the creation, operation and termination of partnerships, joint stock companies, business trusts, and corporations. Throughout the course, emphasis is placed upon the Uniform Partnership Act and the Incorporation Act of the State of Pennsylvania.

BUSINESS LAW 5. LAW OF BANKRUPTCY.

Prerequisite, Business Law 4.

3 credits

Law of Bankruptcy deals with the position of a person or of a business association who has been made subject to a bankrupt or bankruptcy statute. Emphasis is placed on the Federal Bankruptcy Act. Other subjects covered in this course are torts and business crimes.

BUSINESS LAW 6. LAW OF REAL ESTATE.

Prerequisite, Business Law 2.

3 credits

Although this course is designed principally for those engaged in real estate, it is also of value to all students wishing a well rounded knowledge of real estate transactions. The course covers the many statute and court processes which the real estate salesman and broker encounter in their daily work, as well as the legal steps necessary in securing a mortgage, in closing a sale, in terminating a lease, recording deeds and proving title.

CHEMISTRY

CHEMISTRY 1. GENERAL INORGANIC CHEMISTRY—PART 1.

3 credits

The general course in inorganic chemistry is divided into two parts given in consecutive terms. In this course the student is introduced to the fundamental concepts, laws and theories of inorganic chemistry. Emphasis is placed upon the quantitative aspects of the science by employing suitable experiments and calculations. Proportionate time is also devoted to the descriptive study of the elements and some of their compounds. (*Given in Fall Term.*)

CHEMISTRY 2. GENERAL INORGANIC CHEMISTRY—PART 2.

5 credits

This course is a continuation of Chemistry 1. The content follows the description given above. (*Given in Winter Term.*)

CHEMISTRY 3. ORGANIC CHEMISTRY—PART 1.

Prerequisites, Chemistry 1 and 2.

3 credits

The first part of the course in organic chemistry is intended to extend and apply the principles of chemistry to the study of carbon compounds including both aliphatic and aromatic derivatives. (*Given in Fall Term.*)

CHEMISTRY 4. ORGANIC CHEMISTRY—PART 2.

Prerequisite, Chemistry 3.

5 credits

In the second part of organic chemistry a more detailed study of the various simple classes of compounds and their reactions is made. Proteins, carbohydrates and heterocyclic compounds are included. (*Given in Winter Term.*)

CHEMISTRY 5, 6. ANALYTICAL CHEMISTRY.

Prerequisite, Chemistry 2.

8 credits

A course in Qualitative and Quantitative Analysis. The lecture topics treat of atomic and molecular structure, conductivity, physical and chemical equilibrium, electrochemistry and the methods of Qualitative and Quantitative Analysis.

CHEMISTRY 7. PHYSICAL CHEMISTRY—PART 1.

Prerequisites, Chemistry 5, 6.

3 credits

The contents of the first part of the course in physical chemistry include the ideal gases, the real gases, liquids, solids, elementary thermodynamics, thermochemistry, solutions, homogeneous and heterogeneous equilibria. (*Given in Fall Term.*)

CHEMISTRY 8. PHYSICAL CHEMISTRY—PART 2.

Prerequisite, Chemistry 7.

5 credits

The continuation of the course in physical chemistry considers the topics of chemical kinetics, electrical conductivity, electromotive force and chemical thermodynamics. (*Given in Winter Term.*)

CHEMISTRY 9. ADVANCED ANALYTICAL CHEMISTRY.

Prerequisites, Chemistry 5, 6.

3 credits

The advanced course in chemical analysis is an extension of the elementary course in which the principles of physical chemistry are applied to the procedures of quantitative analysis. The laboratory work includes special methods of analysis, electrodeposition, conductimetric and potentiometric titrations, and colorimetric analysis.

CHEMISTRY 10. ADVANCED ORGANIC CHEMISTRY.

Prerequisites, Chemistry 3 and 4.

3 credits

This course is designed to extend the knowledge of Organic Chemistry beyond the elementary requirement. Emphasis is placed upon specific laboratory methods of organic synthesis.

ECONOMICS

ECONOMICS 1. PRINCIPLES OF ECONOMICS.

5 credits

The Principles of Economics is an introductory course intended to acquaint the student with fundamental economic principles and processes as they appear in such phenomena as production, exchange, value, distribution, consumption and public finance. (*Given in Winter Term.*)

ECONOMICS 2. ECONOMIC PROBLEMS.

Prerequisite, Economics 1.

5 credits

Current economic problems of national life are analyzed and discussed in this course. Typical problems are those of business organizations, money and banking, trusts, railroads, international trade and tariff taxation, labor problems, government ownership, and economic planning. (*Given in Winter Term.*)

ECONOMICS 3. AMERICAN ECONOMIC HISTORY.

Prerequisite, Economics 1.

5 credits

The purpose of this course is to acquaint the student with the economic development of the United States from the colonial age to the present time. In general, the subjects covered are the agricultural conquest of the West, the agricultural revolution, decline of foreign commerce, formation of a laboring class, natural resources, competition and monopoly, and the machine age. (*Given in Winter Term.*)

ECONOMICS 4. HISTORY OF ECONOMIC THOUGHT.

Prerequisite, Economics 1.

3 credits

A detailed study of the development of the leading economic concepts is made. The contributions of the early philosophers, the Middle Ages, the Mercantilists, the Classicists and the Neo-Classicians are considered.

ECONOMICS 5. CONTEMPORARY ECONOMIC SYSTEMS.

Prerequisite, Economics 4.

5 credits

This course is a continuation of Economics 4. The German Historical Schools, Marginal Utility School, American Economic Thought, and the Economics of J. M. Keynes are treated. These are followed by a survey of Socialism, both Utopian and Scientific, and an examination of the rise and development of the Communist and Fascist Movements. The socio-economic program of the Papal Encyclicals is also considered. (*Given in Winter Term.*)

ECONOMICS 6. LABOR PROBLEMS IN AMERICA.

Prerequisite, Economics 1.

6 credits

The course considers the structure, functions and philosophy of labor unions, including insecurity, inadequate income, sub-standard workers and industrial conflict. Existing and proposed legislation and remedies are examined in detail. Emphasis is placed on the problem of unemployment. Reports, readings and class discussion.

ENGLISH

ENGLISH 1. INTRODUCTORY COURSE IN COMPOSITION.

6 credits

A brief historical consideration of the language followed by a thorough study of grammar is the basis of a course designed to impress upon the student the importance of language as a medium for the expression of ideas and the necessity of logical thought in the achievement of clarity and conciseness of expression. Special emphasis is placed on the development of vocabulary, on the improvement of reading habits, and particularly on self criticism as a means to aid the student in avoiding the common errors of composition.

ENGLISH 2. ADVANCED COMPOSITION.

Prerequisite, English 1.

3 credits

Advanced Composition is an intensified study of the various types of writing with original exercises in each type. The written composition emphasizes the Definition of an Abstract Term, the Exposition of a Process, the Précis, Description, the Character Sketch, Criticism, Informal Argument, and the Research Paper. In addition, selected readings are assigned for class discussion.

ENGLISH 3. ORAL COMPOSITION.

3 credits

Oral composition is a course in which the elements of speech are stressed. Special attention will be given to the composition and delivery of speeches.

ENGLISH 4. INTERMEDIATE COMPOSITION.

Prerequisites, English 1 and 2.

2 credits

This course provides training in the preparation of the various types of reports. Such matters as the gathering, organizing, and interpreting of data, and the presentation of the findings in effective written report form will be included.

ENGLISH 5. SURVEY OF ENGLISH LITERATURE.

Prerequisites, English 1 and 2.

3 credits

An intensive study of the lives and works of the influential authors in the main stream of English Literature is the purpose of this survey course. In each period—Old English, Middle Ages, Renaissance, Restoration and Eighteenth Century, Romantic, and Victorian—particular consideration is given to social background, to the development of distinct literary types and movements, and to the philosophical spirit of the age.

ENGLISH 6. SURVEY OF AMERICAN LITERATURE.

Prerequisites, English 1 and 2.

3 credits

The Survey of American Literature is a study of the principal authors and of the main trends of American thought in literature from Colonial times to the present day. Special consideration is given to historical and philosophical background, to the Continental influence on American thought, to the development of national themes, and to the rise of naturalism, romanticism, transcendentalism, and realism.

ENGLISH 7. TECHNICAL COMPOSITION.

Prerequisite, English 2.

3 credits

This course provides training in the preparation of the various types of technical and factual reports required in industry and especially as they apply to the more scientific fields. The course deals with the gathering, organizing, and interpreting of data, and the presentation of the findings in effective written report form.

FINANCE

FINANCE 1. MONEY AND BANKING.

6 credits

Money and Banking is a survey course of the financial organization of society with stress on the qualities of sound money, the gold standard and other monetary standards. It includes the evolution of banking in the United States up to and including its culmination in the Federal Reserve System. Consideration is given to the principal types of modern financial institutions and their role in the field of business.

FINANCE 2. CORPORATION FINANCE.

Prerequisite, Finance 1.

6 credits

Corporation Finance is a study of the fundamental principles of business finance. The topics included in this course are promotion, forms of business organization, stocks, bonds, notes and underwriting methods, capitalization, surplus and dividend policies, business failures and reorganizations.

FINANCE 3. INVESTMENT PRINCIPLES.

Prerequisite, Finance 1.

5 credits

The purpose of the course Investment Principles is to enable investors to distinguish between the various types of investment securities; to teach the

recognized tests of sound investments as regards safety, earning power and marketability; and how to act prudently with respect to diversification and vigilance in the investment of funds. (*Given in Winter Term.*)

FINANCE 4. STOCK MARKET.

Prerequisite, Finance 1.

3 credits

The content of the course Stock Markets includes the following topics: the benefits rendered by exchanges to the business community; the factors affecting security prices; mechanics of security exchanges and clearing house systems; types of dealers and brokers; and the methods of buying, selling and handling securities.

FINANCE 5. INTERNATIONAL MONEY MARKETS.

Prerequisite, Finance 1.

3 credits

International Money Markets is a study of the mechanisms of international banking, money markets, and foreign exchange. Topics discussed include stabilization of currencies, foreign banking systems and central banks, principal money markets and their operation.

FINANCE 6. BUDGETARY CONTROL.

5 credits

(See description under Accounting 13.)

FINANCE 7. SECURITIES ANALYSIS.

Prerequisite, Finance 2.

3 credits

The course covers the technique necessary for critical analysis and interpretation of corporate reports from the investment viewpoint. Attention is given to the analysis of financial reports of utilities, industrial concerns, and financial institutions.

FOREIGN LANGUAGE

FRENCH

FRENCH 1. ELEMENTARY FRENCH.

6 credits

The elementary course is designed to impart the basic rules governing French grammar and phonetics and to prepare the student for later mastery in reading, writing, and speaking the French language.

FRENCH 2. INTERMEDIATE FRENCH.

Prerequisite, French 1.

6 credits

The intermediate course in French is a review course of the fundamentals of grammar with readings and exercises in written composition.

FRENCH 3. SURVEY OF FRENCH LITERATURE.

Prerequisite, French 2.

3 credits

The survey course requires readings from the works of representative authors from the following literary periods: The Middle Ages, the Renaissance, the Classical Age, the Eighteenth Century, the Romantic Era, the Realistic Period, Symbolism and Contemporary Literature. Additional work in spoken French will be included in this course.

GERMAN

GERMAN 1. ELEMENTARY GERMAN.

6 credits

The elementary course is designed to impart the basic rules governing German grammar and phonetics and to prepare the student for later mastery in the reading, writing, and speaking of the language.

GERMAN 2. INTERMEDIATE GERMAN.

Prerequisite, German 1.

6 credits

This course is a review of the fundamentals of grammar with emphasis on oral reading and exercises in composition.

GERMAN 3. ADVANCED PROSE AND DRAMATIC READINGS.

Prerequisite, German 2.

3 credits

In this course the student is expected to read selected texts of Lessing, Goethe, and Schiller.

SPANISH

SPANISH 1. ELEMENTARY SPANISH.

6 credits

The elementary course is designed to impart the basic rules governing Spanish grammar and phonetics and to prepare the student for later mastery in the reading, writing, and speaking of the Spanish language.

SPANISH 2. INTERMEDIATE SPANISH.

Prerequisite, Spanish 1.

6 credits

The intermediate course in Spanish provides a review of the fundamentals of grammar with advanced readings and exercises in composition.

SPANISH 3. SURVEY OF SPANISH LITERATURE.

Prerequisite, Spanish 2.

3 credits

In this course the student is introduced to the study of Spanish literature from the Middle Ages through the Golden Age to the present time.

GOVERNMENT

GOVERNMENT 1. THE SCIENCE OF GOVERNMENT.

3 credits

The elements of political science, theories of government, papal encyclicals of the state, sovereignty in the past and at the present, nature of con-

stitutions, intergovernmental relations, and relations with other social institutions form the plan of this course.

GOVERNMENT 2. AMERICAN STATE AND NATIONAL GOVERNMENT.

3 credits

This course provides a study of state governments in the United States with special reference to the Commonwealth of Pennsylvania.

GOVERNMENT 3. MUNICIPAL ADMINISTRATION.

3 credits

The principal functions of municipalities in the United States form the content of this course. These functions are administrative machinery, personnel, methods, public works, city planning, disposal of waste and sewage, health, police protection, fire protection, sources of revenue, expenditures and economy.

GOVERNMENT 4. AMERICAN POLITICAL PARTIES.

3 credits

The origin and development of functioning political parties in the United States are presented for study, together with modern tendencies in party alignments.

GOVERNMENT 5. INTERNATIONAL RELATIONS AND WORLD POLICIES.

3 credits

The broad scope of this course includes the following: the policies and activities of empires in the ancient world and in the Holy Roman Empire, the modern struggle for empire, factors behind the international scene, the partition of Africa, spheres of influence, the foreign relations of the United States, practical possibilities of the efforts toward world peace, and recent international agreements.

HISTORY

HISTORY 1. THE UNITED STATES IN WORLD AFFAIRS.

3 credits

This course deals with the political, intellectual, social, economic, and religious development of the United States; and its relation and influence on world affairs from the French and Indian wars to the end of the Civil War. Emphasis is laid upon the achievement of a broad picture of the formative years of the American Nation.

HISTORY 2. THE UNITED STATES IN WORLD AFFAIRS.

3 credits

This course deals with the political, intellectual, social, economic, and religious development of the United States; and its relation and influence on world affairs from the period of reconstruction following the Civil War to the present time. Special attention is given to newer interpretations of recent world affairs.

HISTORY 3. HISTORY OF ENGLAND.

3 credits

This course is a survey of the history of England with emphasis on the evolution of its constitutional form of government.

HISTORY 4. CONSTITUTIONAL HISTORY OF THE UNITED STATES.

3 credits

The objective of this course is to trace the origin, the development and the applications of the Constitution of the United States.

INDUSTRY

INDUSTRY 1. PRINCIPLES OF BUSINESS ORGANIZATION.

3 credits

The course in principles is designed to introduce the student to the organization of a business with proper emphasis on its relationship to economics. Care is taken to present a balanced treatment of theory and practice which is designed to implant a solid foundation and appreciation of the activities of the business world.

INDUSTRY 2. INDUSTRIAL MANAGEMENT.

Prerequisite, Industry 1.

3 credits

Practical training is provided in the more important types of problems encountered by executives at the level of the executive factory manager. The main objective is to develop the ability to analyze and solve problems in management control of production and in the formulation of production policies. Problems discussed cover such topics as plant location, plant size, choice of equipment, plant layout, raw material supply and control, quality control, planning and scheduling, cost control, and factory organization.

INDUSTRY 3. INDUSTRIAL RELATIONS AND PERSONNEL MANAGEMENT.

Prerequisite, Industry 2.

3 credits

The objective of this course is to inculcate new methods, ideas and practices applicable to personnel management. The course is designed to train students to analyze existing programs, to adapt procedures and to develop original methods which will insure a smooth-running, highly efficient personnel administration.

INDUSTRY 4. SYSTEMATIC MOTION AND TIME STUDY.

Prerequisite, Industry 2.

3 credits

A study of the modern procedures for analyzing all types of productive activities involving human labor forms the objective of this course. The topics covered are starting and analysis, operation charts, man and machine charts, micro-motion study, stop-watch time study, time study standards and product analysis.

INDUSTRY 5. MANUFACTURING PROCESSING.

Prerequisite, Industry 2.

3 credits

The purpose of this course is to enable the student to familiarize himself with the various processes, machinery and tooling for the production of

consumer goods. It covers a study of the methods, equipment and tooling for producing various types of work on a production basis, including material handling equipment.

INDUSTRY 6. LABOR LEGISLATION.

Prerequisites, Business Law 1 and Industry 3.

3 credits

Federal and State Labor Laws will be of particular interest to students of business management, and especially to those interested in industrial relations, or to those engaged in labor activities. The course provides an analysis of all the important Federal and State Labor Statutes and Regulations.

INDUSTRY 7. PRODUCTION CONTROL.

Prerequisites, Industry 2 and 4.

3 credits

The course in Production Control deals with the problems which arise in connection with establishing and administering operating controls. The course includes a study of nomenclature, storeskeeping controls, development and engineering, planning procedures, and job controls.

INDUSTRY 8. BLUEPRINT READING AND PLANT LAYOUT.

Prerequisites, Industry 2 and 7.

5 credits

This course is designed to acquaint the student with the fundamental principles of basic machine tools, other machines, and processes which make possible mass production. Discussion of industrial buildings and services; plant layout as a major factor in maximum utilization of plant and equipment; important work-locating, work-holding, and tool-guiding devices essential to the manufacture of interchangeable parts and mass and quantity production; plus instruction and practice in blueprint reading are covered in this course. (Given in Winter Term.)

INDUSTRY 9. INDUSTRIAL ADMINISTRATION.

Prerequisite, Industry 3.

5 credits

The course in Industrial Administration is a study of the mechanics of originating, developing and coordinating company policy and procedures. Topics discussed include external influences in creating policy, integration of policy created at various levels, principles of organization, coordination and executive control, procedure classification and identification. (Given in Winter Term.)

INDUSTRY 10. PROCUREMENT AND MATERIALS CONTROL.

Prerequisite, Industry 2.

3 credits

The purpose of this course is to acquaint the student with the principles of scientific ordering and purchasing of materials. The subjects discussed are organization of the purchasing department, ordering procedure, the purchase order, sources of supply, non-productive materials, productive materials, stores and inventories.

INDUSTRY 11. ACCOUNTING METHODS AND PROCEDURES.

Prerequisite, Accounting 3 or Accounting 14.

3 credits

(See description under Accounting 12.)

INDUSTRY 12. COMPENSATION METHODS AND JOB EVALUATION.*Prerequisites, Industry 2 and 3.**3 credits*

This course is designed to acquaint the student with the principles of job evaluation, compensation methods, and the technique and installation of incentive plans.

INDUSTRY 13. COLLECTIVE BARGAINING.*Prerequisites, Industry 3 and 6.**3 credits*

Collective Bargaining is the study of the external and internal factors which influence the establishment of trade agreements and the application of the provisions of the established trade agreement to day-to-day employer-employee problems. Some of the topics covered in this course are the functions of collective bargaining; its application in day-to-day operations; its characteristic processes and procedures; and the effect of the law on negotiations and the resulting trade agreement. These topics are explored, analyzed and answered through a study of authentic cases drawn from industry. Outside reading is required.

INDUSTRY 14. PRINCIPLES OF QUALITY CONTROL.*Prerequisite, Industry 5.**3 credits*

This course is designed to give the student both a broad perspective of the quality function and a practical working knowledge of the application of quality control to industry today. It covers the economics of quality control; the organization for quality; the acceptance, control, and assurance of quality; and similar aspects.

INSURANCE

INSURANCE 1. THE PRINCIPLES OF INSURANCE.*6 credits*

This course provides a study of the underlying principles upon which all forms of insurance are based. Beginning with the theory of probabilities, the principles are developed as they apply to the different branches of the business. The five great divisions of insurance—life, fire, marine, casualty, and social—are presented.

INSURANCE 2. THE PRINCIPLES OF LIFE INSURANCE.*3 credits*

In this course thorough consideration is given to all phases of the complex subject of life insurance. It begins with the historical development of life insurance and its place in our social economic system. This is followed by discussions on insurance carriers and an analysis of company organization. Detailed consideration is given to the basis of risk measurement and to the basic features of the life insurance contract. All major forms of life insurance are treated fully to give the student a well-rounded picture of the entire field.

INSURANCE 3. FIRE AND MARINE INSURANCE.

3 credits

This course considers in detail the fire policy contract, description of the property, endorsements and forms, schedule rating, and the various marine insurance contracts and endorsements.

INSURANCE 4. CASUALTY INSURANCE.

3 credits

The contents of the course in casualty insurance includes the following: automobile, burglary, public-liability, compensation, accident and health, steamboiler, machinery, and plate-glass insurance; and fidelity and surety-bonds insurance. Attention is paid to policy contract, rate making, experience rating, special agreements and endorsements, assignment of policies, and etc.

INSURANCE 5. SOCIAL INSURANCE.

3 credits

The object of this course is to acquaint the student with the various forms of insurance related to his earning capacity during life. The subjects discussed are accident and health insurance, group insurance, workmen's compensation, social security, unemployment insurance, business pension and retirement plans. Emphasis in each case is placed on the benefits, administrative features, and costs of such programs.

MARKETING

MARKETING 1. PRINCIPLES OF MARKETING.

6 credits

A consideration of the channels, functions, and policies of the retailer, wholesaler, and manufacturer; types of middlemen and their functions; and produce exchanges and other markets. Attention is also given to the consumer's point of view through emphasis on information labeling, quality standards, and tests of commodities.

MARKETING 2. RETAIL METHODS AND POLICIES.

Prerequisite, Marketing 1.

3 credits

This course is designed to enable students of marketing to understand the structure of retailing and the variety of problems associated with the operation of stores of various types; the practical methods employed in leading retail organizations and the evaluation of opportunities in the field.

MARKETING 3. THEORY AND PRACTICE IN SELLING.

Prerequisite, Marketing 1.

3 credits

This course is designed to acquaint the student with the technique of personal selling and with what he should know to succeed as a salesman—marketing and distribution, analysis of the proposition, the salesman's qualifications, and the basic psychological principles of selling.

MARKETING 4. SALES ADMINISTRATION.

Prerequisite, Marketing 1.

3 credits

The course deals with the main problems faced by sales executives in the operation and control of salesmen and the establishment of sales policies for manufacturing, wholesale, and retail organizations, including such matters as the structure of the distribution department, field sales organization, selection and training of salesmen, assignment of their tasks, and supervision of their activities.

MARKETING 5. ADVERTISING.

Prerequisite, Marketing 2.

3 credits

The course provides a scholarly and up-to-date treatment of the economic and social aspects of advertising, including the scope of advertising and the important methods and techniques of research which form the basis of any advertisement or advertising campaign; a practical treatment of copy, layout, reproduction, and media; the effectiveness of advertising, advertising departments, and the advertising agency.

MARKETING 6. MARKETING RESEARCH AND ANALYSIS.

Prerequisite, Senior Standing.

6 credits

This course deals with the use of scientific method in the solution of specific marketing problems and in the conduct of general market research studies. Topics considered include purposes achieved by market research and analysis; agencies for carrying on the work; sources of information; problems of research and analysis; methods of carrying on research and of analyzing information obtained; and the proper presentation of the results.

MATHEMATICS

MATHEMATICS 1. COLLEGE ALGEBRA.

3 credits

The earlier portion of this course treats in a more advanced manner the fundamental topics in mathematics covered by students who have had at least one year of high school algebra. In this period a good portion of the time is spent on theory and the cultivation of the students' powers of concentration. More advanced topics are then presented and developed through the solution of more theoretical and practical problems.

MATHEMATICS 2. PLANE TRIGONOMETRY.

Prerequisite, Mathematics 1.

3 credits

By a thorough training in the meaning and use of the trigonometric function the student is given a wider knowledge of the applications of mathematics to materials he uses and sees in action. Correlation of the functions as well as their uses in other fields is stressed.

MATHEMATICS 3. ANALYTIC GEOMETRY.

Prerequisite, Mathematics 2.

3 credits

The Cartesian and polar systems are used to study and reach certain conclusions which cannot be treated by the ordinary range of algebra, plane

and solid geometry or trigonometry, although these subjects are applied throughout.

MATHEMATICS 4. DIFFERENTIAL CALCULUS.

Prerequisite, Mathematics 3.

3 credits

The course in differential calculus includes the study of functions; limits; derivatives and differentials; differentiation of the ordinary algebraic, exponential and trigonometric functions. Whenever possible, application to the solution of the problems in the natural sciences is made.

MATHEMATICS 5. INTEGRAL CALCULUS.

Prerequisite, Mathematics 4.

3 credits

This course is given in sequence with Mathematics 4. It emphasizes the nature of integration; elementary processes of evaluating integrals; geometric applications to area, length, volume and surface; and scientific applications to force, motion, time and temperature.

MATHEMATICS 6. DIFFERENTIAL EQUATIONS.

Prerequisite, Mathematics 5.

3 credits

In this course the student is introduced to a more extended treatment of differential equations of different orders, degrees and kinds, including those that are total, partial or simultaneous.

PHILOSOPHY

PHILOSOPHY 1. LOGIC.

3 credits

The requirements of correct thinking as applicable in all forms of speaking and writing are studied in a systematic manner. The methods of composing and recognizing logical thought are emphasized, as well as training in the detection of fallacies and errors in thought.

PHILOSOPHY 2. PHILOSOPHY OF NATURE.

Prerequisite, Philosophy 1.

3 credits

A study of the ultimate nature, origin, and end of the physical world with particular reference to man's position in the natural order.

PHILOSOPHY 3. ETHICS.

Prerequisite, Philosophy 1.

3 credits

By the use of logical thought the morality of applied rights and duties is herein analyzed. Through the development of the nature of law, both civil and natural, the practical areas of ownership, titles, contracts, wages, strikes, etc. are critically investigated. The purpose of the course is to give an integrated picture of the moral system in which industrial, family and national societies participate.

PHILOSOPHY 4. NATURAL THEOLOGY.

Prerequisite, Senior Standing.

3 credits

This course presents a philosophical approach to the problems of the existence, nature, and attributes of God; the relation of God to the universe; and, in particular, the relation of God to man.

PHILOSOPHY 5a, b, c, d. BASIC PHILOSOPHY.

8 credits

This course deals with the fundamentals which provide a basis for an outlook on life in conformity with the spiritual nature of man. This course is restricted to those students who are not required to take Religion.

PHYSICS

PHYSICS 1. GENERAL PHYSICS—PART 1.

Prerequisite, Mathematics 2.

3 credits

The general course in physics introduces the student to the fundamentals of the science. The topics considered in Part 1 in lecture and laboratory are mechanics, heat and sound. (*Given in Fall Term.*)

PHYSICS 2. GENERAL PHYSICS—PART 2.

Prerequisite, Physics 1.

5 credits

This course is a continuation of Physics 1 covering the topics of light, magnetism and electricity. (*Given in Winter Term.*)

PHYSICS 3. PHYSICAL OPTICS.

Prerequisites, Physics 2, and Mathematics 5.

3 credits

The course in physical optics is a fuller development of the topic of light as introduced in Physics 2. Special attention is given to the refraction, dispersion, interference, diffraction and polarization of light. Experiments are conducted with lenses, mirrors, microscopes, spectrometer, spectrograph, and interferometer.

PHYSICS 4. ELECTRICITY AND MAGNETISM.

Prerequisites, Physics 2, and Mathematics 5.

3 credits

This course is a more complete development of the topics considered in Physics 2. Of the various topics considered in this course emphasis is placed upon fundamental electrical measurements; the magnetic and thermal effects of the electric current; primary and secondary cells; thermoelectric phenomena; electro-magnetic induction; alternating currents; transformers; motors; electro-magnetic waves.

PHYSICS 5. INTRODUCTION TO THE GENERAL PRINCIPLES OF ELECTRONICS.

Prerequisite, Physics 4.

5 credits

The introductory course in electronics is designed to acquaint the students with the fundamental theory of electric conduction through gases and vacuo. The characteristics of common types of electronic tubes, basic electronic circuits and their applications are studied. (*Given in Winter Term.*)

PHYSICS 6. ELECTRONIC CIRCUITS.

Prerequisites, Physics 5, and Mathematics 5.

3 credits

This course is a continuation of the principles of electronics with particular application to wave shaping circuits, triggering and recording circuits.

PHYSICS 7. RADIO COMMUNICATIONS—PART 1.

Prerequisite, Physics 6.

5 credits

The course content of the first part of radio communications includes elementary radio measurements; resonant and coupled circuits; detection, amplification and modulation; radio systems. (*Given in Winter Term.*)

PHYSICS 8. RADIO COMMUNICATIONS—PART 2.

Prerequisite, Physics 7.

3 credits

Topics related to the first part of this course are considered. They are power oscillators and amplifiers; frequency control and stability; antenna systems, wave propagation and transmission studies; advanced measurements and theory. (*Given in Fall Term.*)

PHYSICS 9. HIGH FREQUENCY.

Prerequisite, Physics 6.

5 credits

The design of this course is to acquaint the student with the theory and practice of high frequency as applied to radio, television, radar, etc. (*Given in Winter Term only.*)

PHYSICS 10. ULTRA HIGH FREQUENCY.

Prerequisites, Physics 3 and 9.

3 credits

This course provides the student with an up-to-date treatment of the theory and practice of radio frequency and ultra high frequency oscillators, amplifiers, transmissions and radiation systems. It also includes micro-wave and wave guide techniques.

PSYCHOLOGY

PSYCHOLOGY 1. PSYCHOLOGY OF ADJUSTMENT.

5 credits

A dynamic approach to the problems of an integrated personality, designed to assist the student in his individual and social adjustment. (*Given in Winter Term.*)

RELIGION

RELIGION 1a, b. IDEALS OF CATHOLIC LIFE.

4 credits

Love of God and Neighbor; essential and practical duties to God as expressed in the Commandments and demanded by Justice. Our obligations toward our fellow men in the exercise of Charity.

RELIGION 2a, b. MOTIVES AND MEANS OF CATHOLIC LIFE.

4 credits

Motives: the great Catholic dogmas. Means: Prayer, Grace, the Sacraments and Liturgy.

SOCIOLOGY

SOCIOLOGY 1. INTRODUCTORY SOCIOLOGY.

3 credits

Introductory Sociology is a study of the fundamental concepts in several approaches to an understanding of human relationships.

SOCIOLOGY 2. SOCIAL PROBLEMS AND AGENCIES.

3 credits

The problems of current maladjustments in urban and rural human relationships form the objectives of this course together with a study of the agencies which are designed to assist groups and the individuals concerned.

SOCIOLOGY 3. SOCIAL INSTITUTIONS.

3 credits

Social Institutions is a study of those continuing organizations which exercise control over groups. These are the family, the state, the church, private property, occupations, education, and recreation.

STATISTICS

STATISTICS 1. BUSINESS STATISTICS.

5 credits

This course deals with important sources of business and economic data and with those methods of graphic presentation and statistical analysis that are more frequently used in business. The following topics are treated: collection of data; common types of error in use of numbers; tabular and graphic presentation of data; computation and application of ratios, averages and measures of variation; elementary analysis of time series, index numbers, and introduction to sampling theory. (*Given in Winter Term.*)

